

**AGENDA**  
**HAYES TOWNSHIP BOARD OF TRUSTEES**  
**7:00p.m. February 13, 2023**  
**Hayes Township Hall**  
**9195 Major Douglas Sloan Road**  
**Charlevoix, Michigan 49720**  
**ZOOM**

<https://us02web.zoom.us/j/82373201016?pwd=aFBMTXVKQjUyYcm81UFFobXhqNVNBQT09>

**Meeting ID: 823 7320 1016**  
**Passcode: 212201**  
**+1 312 626 6799 US (Chicago)**

1. Call to Order
2. Pledge of Allegiance
3. Review and Approval of Agenda
4. Public Comments
5. Approval of Regular Meeting Minutes of January 9, 2023
6. Treasurers Report
7. Clerks Report: Approval of Warrants
8. Reports: County Commissioner, Zoning Administrator, Planning Commission, Zoning Board of Appeals, Parks and Recreation, Trustee's, and Supervisor Reports.

**NEW BUSINESS**

9. HABITEC Contract
10. FOIA Policy
11. Kozma FOIA fee appeal
12. Employee Review
13. Public Comment
14. Board of Trustee Comment

**ADJOURN MEETING**

**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, Deputy Clerk will call names in appropriate order**
- 5. We ask that you voluntarily state your name for the record**
- 6. Direct all comments to the BOT**
- 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**
- 10. Be respectful- abusive language will not be tolerated.**

**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: to raise your hand on ZOOM click the “raise hand” (In the Participation tab or the More tab).**
- 5. Direct all comments to the BOT**
- 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.**
- 8. Be respectful- abusive language will not be tolerated.**
- 9. If you have technical difficulties, please private chat the host**