

45 **ZONING ADMINISTRATOR REPORT** – Larry Sullivan presented a written report with an
 46 oral overview. There was no Zoning Board of Appeals meeting last month.

47
 48 **PLANNING COMMISSION (PC) REPORT** – Matt Cunningham reported the Planning
 49 Commission met on December 18th and reviewed possible survey questions with a plan to
 50 finalize at their January meeting. Roy Griffiths was elected to chair the committee and Omar
 51 Feliciano was elected Secretary/Vice Chair. The PC also held a Public Hearing January 3rd to
 52 hear comments on the Recreation Master Plan. The meeting went well and special thanks to
 53 Michelle Rick-Biddick, Omar Feliciano, Tom Darnton, Cliff Biddick, and Ron VanZee for
 54 updating the plan. The next Planning Commission meeting is scheduled for January 15th.

55
 56 **ZONING BOARD OF APPEALS (ZBA) REPORT** – No Report – No ZBA meeting held.

57
 58 **PARKS & RECREATION ADVISORY COMMITTEE (P&R) REPORT** – Michelle Rick-
 59 Biddick reported the committee had a water trails presentation and that neighboring communities
 60 are looking at a making Lake Charlevoix water trail. Water trails can help the local economy
 61 and the DNR supports them. The P & R Committee is working on getting the status update on
 62 the craft building removal as this could be a location for the tent. The next P & R meeting is
 63 scheduled for February 6th and they will elect officers and review the P & R bylaws.

64
 65 **TRUSTEE REPORTS** – Bob Jess reported the he has received comments from residents on
 66 both sides of the marijuana issue and would like to see a committee form to look at this before
 67 we update our ordinance regarding this issue.

68
 69 **SUPERVISOR REPORT** – Ron VanZee reported that Buday Sound Systems has worked on
 70 our Microphone system and it is working better. The amplifier may need repair and may be
 71 under warranty and we also need a recorder. This will be put on the February agenda. The
 72 Assessor is also planned to come and present a report at the February BOT meeting.

73
 74 **NEW BUSINESS – PARK COMMITTEE (P & R) APPOINTMENTS** – The BOT reviewed
 75 applications for positions on the P & R Committee. Warren Nugent made a motion, supported
 76 by Bob Jess, to appoint Katy Hill to the P & R Committee.

77 Yays: Bob Jess, Matt Cunningham, Julie Collard, Ron VanZee, Warren Nugent

78 Nays: None Motion Carried

79 Julie Collard made a motion, supported by Warren Nugent, to appoint Leslie Cunningham to the
 80 P & R Committee.

81 Yays: Bob Jess, Matt Cunningham, Julie Collard, Ron VanZee, Warren Nugent

82 Nays: None Motion Carried

83 Warren Nugent made a motion, supported by Bob Jess, to appoint Lisa Kuebler to the P & R
 84 Committee.

85 Yays: Bob Jess, Matt Cunningham, Julie Collard, Ron VanZee, Warren Nugent

86 Nays: None Motion Carried

87 Matt Cunningham made a motion, supported by Julie Collard, to appoint Paul Zardus to the P &
 88 R Committee.

89 Yays: Bob Jess, Matt Cunningham, Julie Collard, Ron VanZee, Warren Nugent

90 Nays: None Motion Carried

91

92

93 **NEW BUSINESS – ZONING BOARD OF APPEALS (ZBA) APPOINTMENTS** – Ron
 94 VanZee indicated there were two people interested in serving on the ZBA as a fulltime member.
 95 The BOT reviewed the candidates to fill a ZBA position. Bob Jess made a motion, supported by
 96 Julie Collard, to appoint Frank Shepherd to the Zoning Board of Appeals (ZBA).
 97 Yays: Bob Jess, Julie Collard, Ron VanZee, Warren Nugent
 98 Matt Cunningham recused himself from the vote and discussion
 99 Nays: None Motion carried

100

101 **NEW BUSINESS – BOARD OF REVIEW (BOR) MEETING DATES** – Ron VanZee
 102 reviewed the planned dates for 2019 BOR. The BOR will hold an organizational meeting March
 103 5th, 2019 at 6:00pm. Public meeting will be held March 11th, 9:00am – 12:00pm, & 1:30pm –
 104 4:30pm as well as March 12th, 1:00pm – 4:00pm & 6:00pm-9:00pm. All meetings are held at the
 105 Hayes Township Hall. Appointments can be made by calling Ron VanZee at 231-497-4701 or by
 106 mail to his attention to the Hayes Township, 09195, Old US31 N., Charlevoix, Mi, 49720.

107

108 **NEW BUSINESS – PHASE 4 & 5 BIKE TRAIL LETTER** – Bob Jess made a motion,
 109 supported by Matt Cunningham, to authorize the Township Clerk Warren Nugent to send a letter
 110 from the Township Board and the P&R Committee to support making bike trail phases 4 and 5 as
 111 a Charlevoix County priority.
 112 Yays: Bob Jess, Matt Cunningham, Julie Collard, Ron VanZee, Warren Nugent
 113 Nays: None Motion Carried

114

115 **NEW BUSINESS – TOWNSHIP RECREATION MASTER PLAN UPDATE** – Warren
 116 Nugent made a motion, supported by Julie Collard, to adopt the Recreation Master Plan Update
 117 Resolution as written.
 118 Yays: Matt Cunningham, Bob Jess, Ron VanZee, Warren Nugent, Julie Collard
 119 Nays: None Motion carried.

120

121

RECREATION MASTER PLAN UPDATE RESOLUTION

122 WHEREAS, Hayes Township, Charlevoix County has undertaken a Five-Year Parks
 123 and Recreation Plan which describes the physical features, existing recreation facilities
 124 and the desired actions to be taken to improve and maintain recreation facilities during
 125 the period between 2019 and 2024, and

126 WHEREAS, a public hearing comment session was held by the Hayes Township
 127 Planning Commission on January 3, 2019 at the Hayes Township Hall to provide an
 128 opportunity for citizens to express opinions, ask questions, and discuss all aspects of
 129 the Recreation Plan, and

130 WHEREAS, Hayes Township, Charlevoix County has developed the plan for the
 131 benefit of the entire community and to adopt the plan as a document to assist in
 132 meeting the recreation needs of the community, and

133 WHEREAS, after consideration of comments from the public hearing held on
 134 January 3, 2019, the Hayes Planning Commission voted at the special meeting
 135 January 3, 2019 to adopt said Recreation Plan as amended, and recommend the
 136 plan to the Hayes Township Board of Trustees for adoption.

137 NOW, THEREFORE BE IT RESOLVED the Hayes Township Board hereby adopts
 138 the Hayes Township Recreation Plan as a guideline for improving recreation for the
 139 residents of the Hayes Township, Charlevoix County on this day January 14, 2019.

140
 141 **NEW BUSINESS – RECORDING SECRETARY** – Ron VanZee indicated we had one
 142 application for the position of recording secretary. Warren Nugent made a motion, supported by
 143 Julie Collard, to hire Geneva (Neva) Himebauch as the Township Recording Secretary at the salary
 144 of \$150.00/meeting and \$15.00/hour for additional work.

145 Yays: Matt Cunningham, Bob Jess, Ron VanZee, Warren Nugent, Julie Collard
 146 Nays: None Motion carried

147
 148 **NEW BUSINESS – ANNUAL ROAD COMMISSION MEETING** – Ron VanZee indicated he
 149 would attempt to schedule the annual meeting with the Charlevoix County Road Commission
 150 either January 16th or the 17th at one of the available times of 5:00pm, 6:00pm, or 7:00pm. Matt
 151 Cunningham indicated that later times were better for him. No other board members indicated a
 152 time or date preference.

153
 154 **NEW BUSINESS – COUNTY PARKS APPROPRIATION ADDENDOM** – Warren Nugent
 155 made a motion, supported by Matt Cunningham, to authorize Supervisor Ron VanZee to sign the
 156 Charlevoix County Parks Addendum extending the phase 1 completion date.

157 Yays: Bob Jess, Ron VanZee, Warren Nugent, Julie Collard, Matt Cunningham
 158 Nays: None Motion carried

159
 160 **NEW BUSINESS – CHARLEVOIX STATE BANK LOAN PAYMENT** – Bob Jess made a
 161 motion, supported by Julie Collard, to pay off the Charlevoix State Bank Loan obligation of
 162 \$254,296.88 as of January 15th 2019. Roll Call Vote

163 Yays: Matt Cunningham, Bob Jess, Julie Collard, Ron VanZee, Warren Nugent
 164 Nays: None Motion carried

165
 166 Board Discussion. Ron VanZee indicated paying off the loan now will save the township
 167 \$19.10/day in added interest. Warren Nugent pointed out that we have the cash flow now to pay
 168 the loan and our other financial obligations. The cash flow situation will not change before the
 169 March 1st loan due date.

170
 171 **NEW BUSINESS – HAYES TOWNSHIP PARK PAYMENT #6 & #7** – Phase 1 contractor's
 172 application for payment's #6 and #7 from MDC were combined by the BOT. Julie Collard made
 173 a motion, supported by Warren Nugent, to combine and pay payments #6 & #7 for a total of
 174 \$203,553.95 Roll Call Vote

175 Yays: Bob Jess, Julie Collard, Ron VanZee, Warren Nugent
 176 Matt Cunningham recused himself from the discussion and the vote on the motion
 177 Nays: None Motion carried

178
 179 Board Discussion. Warren Nugent indicated the Township can cash flow these payments now and
 180 we will be able to submit for more grant reimbursements after making these payments. A cash
 181 flow issue may surface for both the construction account and the general fund around the time the
 182 construction completion payments are due.

183

184 **NEW BUSINESS – PERFORMANCE ENGINEERING BILL** – Warren Nugent made a
 185 motion, supported by Bob Jess, to authorize Clerk Warren Nugent to work with the Engineer to
 186 further evaluate this bill and come up with a solution the board may approve at the next BOT
 187 meeting.

188 Yays: Bob Jess, Julie Collard, Ron VanZee, Warren Nugent
 189 Matt Cunningham recused himself from the vote and discussion

190 Nays: None Motion carried

191
 192 Board Discussion. Warren Nugent indicated that we have paid the contractor only for
 193 construction items actually completed and kept a 10% retainage however this bill would pay the
 194 Engineer the entire project cost. Ron VanZee pointed out that the Township is required by law
 195 to keep a minimum of \$210,000(6 months operating funds) in the General Fund and this money
 196 can only be spent in an emergency situation. Julie Collard indicated there is no budget for
 197 additional engineering cost and the current bills are 1/3 of the townships average monthly bills.

198
 199 **NEW BUSINESS – PARK CHANGE ORDER #8** – Julie Collard made a motion, supported by
 200 Warren Nugent, to accept change order #8 as written reducing fishing pier cable size from #8 to
 201 #10 reducing cost by \$102.50 as written and authorize Ron VanZee to sign it. Roll Call Vote

202 Yays: Julie Collard, Ron VanZee, Warren Nugent
 203 Matt Cunningham recused himself from the vote and discussion

204 Nays: Bob Jess Motion carried

205
 206 Board Discussion. Bob questioned why is this cable reduction better? Engineer Jim Malewitz
 207 stated that this will get us power to the end of the fishing pier.

208
 209 **PUBLIC COMMENTS** – Public comments were taken regarding the bike paths in the
 210 township as snow plows are plowing snow into the path. Snowmobiles have been using
 211 the bike paths. Bike path violations should be reported to the sheriff's office and
 212 maintenance expenses come from a county fund. Old business was reviewed, park
 213 property development and township hall property split were removed Public
 214 Comment closed at 9:08.

215
 216 **ADJOURNMENT** – Bob Jess made a motion, supported by Matt Cunningham, to adjourn
 217 at 9:09 p.m.

218 Yays: Matt Cunningham, Bob Jess, Ron VanZee, Warren Nugent, Julie Collard

219 Nays: None Motion carried

220
 221 Respectively submitted

222
 223
 224 Warren Nugent
 225 Hayes Township Clerk
 226