

**HAYES TOWNSHIP
GENERAL BOARD MEETING UNAPPROVED MINUTES
December 19, 2019**

Supervisor Acton called the General Meeting to order at 7:00 p.m. at the Hayes Township Hall, 2055 E. Townline Lake Road.

Pledge of Allegiance was recited.

Members present – Supervisor Acton, Trustee Buckley, Treasurer Rood, Trustee Haley

Member absent - Clerk Hoyt

Community reports

- Clare County Commissioners – no report
- Harrison District Library – Nothing new to report

Public Comment

- Questions were taken and answered

Motion Acton/Haley to approve minutes from the November 19, 2019 General Meeting. All ayes, Motion carried

Motion Buckley/Acton to approve Consent Agenda

- Bills paid prior
- Bills to be paid
- Treasurer report

All ayes, Motion carried

Department Reports

- Zoning
 - i Zoning Report
- Treasurer
 - i Hours open for tax collection
 - Monday December 30, 2019 from 8 a.m. – 5 p.m.

New Business

Motion Acton/Rood to accept 2018-2019 audit report as presented at the November 19, 2019 meeting. All ayes, Motion carried

Motion Rood/Acton to approve Adobe Acrobat Pro annual licensing amount of \$203.88 (Rehmann Technologies Group). All ayes, Motion carried

Motion Rood/Buckley to approve Sophos Cloud Endpoint and Sophos Cloud Server Protection amount of \$686.00 (Rehmann Technologies Group). All ayes, Motion carried

Motion Acton/Haley to approve the following wage increases:

- Deputy Clerk wage increase from \$11.00 to \$11.50 effective December 22, 2019
- Election Coordinator/Clerk Admin Assistant wage increase from \$11.00 to \$11.50 effective January 5, 2020

All ayes, Motion carried

Motion Acton/Haley to approve Michigan Association Municipal Clerk membership for Clerk amount of \$60.00. All ayes, Motion carried

Motion Acton/Haley to approve Michigan Association Municipal Treasurer membership for Treasurer amount of \$75.00. All ayes, Motion carried

Motion Acton/Haley to approve the Treasurer to attend MTA January workshop on What the Board Needs to Know about Responsibilities of Michigan Townships and ZBA. All ayes, Motion carried

Motion Rood/Acton to approve Board of Review MTA Training for 3 BOR members not to exceed \$400.00. All ayes, Motion carried

Motion Rood/Buckley to approve MTA Annual Conference attendance for Haley, Rood and Hoyt not to exceed 3,600.00. All ayes, Motion carried

Motion Rood/Acton to approve I.T. Right becoming the BS&A admin – no extra cost involved as we have a contract with them. All ayes, Motion carried

Motion Acton/Haley to approve the following Planning Commission reappointment – term to expire December 20, 2022

- Stan Lewis
- Karen Laskowsky

All ayes, Motion carried

Motion Acton/Haley to approve the following Planning Commission appointments

- Ernie Teall – term to expire December 18, 2021
- Gayle Downs – term to expire December 19, 2020

All ayes, Motion carried

Motion Acton/Haley to approve the following Zoning Board of Appeals reappointment – term to expire December 20, 2022

- Jim Neff

All ayes, Motion carried

Motion Acton/Rood to approve the following Zoning Board of Appeals appointment – term to expire December 20, 2022:

- Thomas Willett

All ayes, Motion carried

SB 431 discussion

Motion Acton/Haley to approve Seiter Electric bid of \$1,425 to install fans in the gym. All ayes, Motion carried

Motion Acton/Haley to purchase fans/fan guards from ULINE estimated amount \$2,000. All ayes, Motion carried

Motion Acton/Haley to approve Employee Handbook revision:

ii Delete Article I Miscellaneous Section 8 – Possession of Firearms

All ayes, Motion carried

Correspondence

- Sheriff report
- 2020 Yard Waste Calendar

Public Comment

- Questions were taken and answered

Motion Buckley/Haley to adjourn meeting. All ayes, Motion carried. Meeting adjourned at 7:23 p.m.



Cindy Gadberry, Hayes Township Deputy Clerk