

HAYES TOWNSHIP  
GENERAL BOARD MEETING UNAPPROVED MINUTES  
November 17, 2020

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, Trustee Haley, Treasurer Rood and Clerk Hoyt

Motion Acton/Buckley to approve agenda. All Ayes, Motion carried

Community reports

- Clare County Commissioner – Commissioner Hoefling written report

Public Comment – None

Max Siler, Senior Accountant Yeo & Yeo CPAs, presented the 2020 Audit. Following items were acknowledged and discussed:

- Unmodified Opinion – the best report a township can receive
- No significant deficiency identified
- No material weakness identified
- Management comment – password change policy for accounting software
- Hayes Township Board has worked diligently to increase the fund balance
- Fund Balance may be used for emergencies and projects that are required (Master Plan update, Parks and Recreation Plan update)
- Hayes Township Board has a good understanding that to provide a non-required service, there must first be a revenue source to provide the service
- Noted changes in how the Trust in Agency Fund is reported in the audit (Hayes Township is the fiduciary for the Lake Improvement Boards)

Motion Acton/Haley to approve minutes for the October 20, 2020 General Meeting and the November 10, 2020 Special Board Meeting. All Ayes, motion carried

Motion Hoyt/Rood to approve the Consent Agenda

- Bills paid prior
- Bills to be paid

All Ayes, Motion carried

Department Reports

- Treasurer
- Zoning
- Clerk – Elections update

New Business

Motion Hoyt/Acton to approve to close the office to the public thru December 8, 2020 based on the MDHHS recommendations, with appointments being accepted. All ayes, motion carried

Motion Hoyt/Acton to accept the 2020 audit report as presented to the board. Roll call vote: Acton-aye, Buckley-aye, Haley-aye, Rood-aye, Hoyt-aye. Motion carried

Motion Acton/Buckley to approve the following reappointments to the Zoning Board of Appeals:

- Mike Haley – term to expire 11/21/2023
- James Neff – term to expire 12/20/2023
- Tom Willett will become the board liaison

Roll call vote: Acton-aye, Buckley-aye, Haley-aye, Rood-aye, Hoyt-aye. Motion carried

Motion Acton/Haley to approve the following reappointments to the Planning Commission:

- Kim Kennicott – term to expire 12/19/2023
- Gayle Downs – term to expire 12/19/2023
- Robert Buckley will remain the board liaison

Roll call vote: Acton-aye, Buckley-aye, Haley-aye, Rood-aye, Hoyt-aye. Motion carried

Motion Hoyt/Acton to adopt Resolution 20-08 1<sup>st</sup> quarter budget amendment. Roll call vote: Acton-aye, Buckley-aye, Haley-aye, Rood, aye, Hoyt-aye. Resolution adopted

#### Correspondence

- Sheriff report
- Fire Department Report

#### Public Comment

- Appreciation was expressed to Terry Acton and Mike Haley for their years of service to Hayes Township
- Newly elected officials were not in attendance

Motion Buckley/Haley to adjourn meeting. All ayes, Motion carried. Meeting adjourned at 7:50 p.m.

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Debra Hoyt, Hayes Township Clerk