

HAYES TOWNSHIP
GENERAL BOARD MEETING UNAPPROVED MINUTES
June 20, 2022

Supervisor Jones 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 Jones, Trustee Buckley, Trustee Willett, Treasurer Rood, and Clerk Hoyt

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

Public Comment on agenda - questions were taken and answered.

Community reports

- Clare County Commissioner
- Harrison District Library
- Lake Improvement Boards
- Planning Commission

Motion Rood/Buckley to approve minutes for the following meeting:

- May 16, 2022 General Meeting

All Ayes, motion carried

Motion Willett/Rood to approve minutes for the following meeting:

- June 6, 2022 Special Board Meeting

All Ayes, motion carried

Motion Hoyt/Rood to approve the Consent Agenda

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

All Ayes, motion carried

Department Reports:

- Ordinance Enforcement report
- Zoning Permit report
- Sheriff report
- Fire Department Report
- Clerk report

New Business

Motion Willett/Rood to adopt Ordinance #21-03 Hayes Township Noise Ordinance Roll call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Ordinance adopted

Motion Rood/Hoyt to adopt Resolution 21-12 Establish Supervisor Salary for year 2022-2023 \$27,300 Roll Call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Resolution adopted

Motion Hoyt/Willett to adopt Resolution 21-13 Establish Treasurer Salary for year 2022-2023 \$40,950 Roll Call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Resolution adopted

Motion Rood/Willett to adopt Resolution 21-14 Establish Clerk Salary for year 2022-2023 \$37,537.50 Roll Call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Resolution adopted

Motion Rood/Hoyt to adopt Resolution 21-15 Establish Trustee Salary for year 2022-2023 \$4,500.08 Roll Call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Resolution adopted

Motion Buckley/Rood to approve IT Right/VC3 Managed Services 3-year agreement

- i 2022 \$6,930
- ii 2023 \$8,950
- iii 2024 \$11,545

Roll Call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Motion carried

Motion Rood/Hoyt to approve EMC National Life Insurance renewal in the amount of \$2,135.25 June 1, 2022 – May 30, 2023 (last year \$2338.08) All Ayes, motion carried

Motion Hoyt/Rood to approve Accident Fund Workers Compensation Insurance renewal in the amount of \$1,781 July 1, 2022 – June 30, 2023 (last year \$1,879) All Ayes, motion carried

Motion Willett/Rood to approve STG Website fully managed contract in the amount of \$750 July 1, 2022 – June 30, 2023 (last year \$500) All Ayes, motion carried

Motion Rood/Willett to approve MTA Online subscription renewal in the amount of \$1,900 July 1, 2022 – June 30, 2023 (same as last year) All Ayes, motion carried

Motion Hoyt/Rood to approve MTA dues in the amount of \$2,769.99 July 1, 2022 – June 30, 2023 (last year \$2,613.20) All Ayes, motion carried

Motion Rood/Hoyt to approve Audit Engagement letter with Yeo & Yeo CPA in the amount of \$11,550 (last year \$10,500) Roll Call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Motion carried

Motion Jones/Willett to change day and time for board workshops to 2nd Monday of each month at 10:00 am All Ayes, motion carried

Motion Hoyt/Rood to approve \$50 per day per diem for Trustees to attend board workshops and Lake Improvement Board Meetings All Ayes, motion carried

Motion Rood/Willett to approve prepaid contract agreement with Control Net, one hundred hours (100) of pre-purchased labor \$13,650 (\$6,825 in FY 21-22 and \$6,825 in FY 22-23) Roll Call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Motion carried

Motion Jones/Rood to approve Pro Surfaces proposal for installing pickle ball lines on the tennis courts not to exceed \$2,000 All Ayes, motion carried

Motion Willett/Hoyt to approve the following pay rates effective July 1, 2022

- iv Deputy Treasurer/office Assistant, Claire Wey \$16.50 per hour
- v Deputy Clerk, Cindy Gadberry \$16.50 per hour
- vi Election Coordinator/Office Assistant, Trisha Martin \$16.50 per hour
- vii Cemetery Manager, Trisha Martin \$16.50 per hour
- viii Assessor, James VanWormer \$16.50 per hour
- ix Zoning Administrator, Ken Hoyt \$18.00 per hour
- x Sexton/Maintenance/Custodian, Steve Phelps \$16.50 per hour
- xi Election Inspector \$14.00 per hour
- xii Election Precinct Chair/Super Chair \$17.00 per hour

All Ayes, motion carried

Motion Hoyt/Rood to approve the following per day per diem rates effective July 1, 2022

- I. Board of Review Appeals meeting - \$100
- II. Board of Review REQUIRED in-office training - \$60

All Ayes, motion carried

Motion Rood/Hoyt to approve per day per pay rate for employee performing cremains burial on weekends or holidays

- I. Holiday \$75
- II. Weekend \$50

All Ayes, motion carried

Motion Hoyt/Rood to approve Pitney Bowes postage meter 5-year lease agreement \$516.72/quarter (last 5-year contract was \$478.62/quarter) Roll Call vote: Jones – aye, Buckley – aye, Willett – aye, Rood – aye, Hoyt – aye. Motion carried

Motion Jones/Hoyt to approve IRS Revised Standard Mileage Rate, per IRS Announcement 2022-13, at 62.5 cents per mile effective July 1, 2022 All Ayes, motion carried

Public Comment (The Hayes Township Board Policy allows 3 minutes per person for public comment)

Motion Buckley/Willett to adjourn meeting. All ayes, motion carried. Meeting adjourned at 7:56p.m.

Debra Hoyt, Hayes Township Clerk