

HAYES TOWNSHIP
GENERAL BOARD MEETING UNAPPROVED MINUTES
December 19, 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, Treasurer Rood, and Clerk Hoyt

Member absent - Trustee Willett

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

Community reports

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

Presentation of 2021-2022 Hayes Township Audit by Meg Warner, Senior Accountant Yeo & Yeo CPAs & Business Consultants.

Public comment on agenda

Motion Rood/Buckley to approve the Consent Agenda

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

All Ayes, motion carried

Department Reports:

- Supervisor report
- Clerk report
- Zoning Permit report
- Sheriff report
- Fire Department Report

New Business

Motion Hoyt/Rood to accept Hayes Township 21-22 Audit as presented by Yeo & Yeo CPAs & Business Consultants. All ayes, motion carried

Treasurer Rood left the meeting at 7:25 pm.

Motion Jones/Hoyt to reappoint Terry Acton to the Zoning Board of Appeals, term to expire 12/12/2025. All ayes, motion carried

Motion Jones/Hoyt to approve mandatory training for new Planning Commissioner Ashley Pratt.
All ayes, motion carried

Motion Buckley/Hoyt to approve renewal of Adobe Acrobat Pro software license, Rehmann Technologies \$203.88. All ayes, motion carried

Motion Hoyt/Jones to purchase Liebert GXT5 UPS, Rehmann Technologies \$2,369 (replacing GXT4 purchased in 2015). All ayes, motion carried

Motion Buckley/Hoyt to approve BOR member Gayle Downs to take mandatory training at home with pay, others will take the training in the office. All ayes, motion carried

Motion Jones/Buckley to approve weather related closing/delay policy. All ayes, motion carried

Motion Hoyt/Jones to set Hayes Township office hours as Monday – Thursday from 9 am – 3 pm. All ayes, motion carried

Motion Hoyt/Buckley to approve the following pay rate burial marking at cemetery and foundation marking at cemetery - \$50 per marking. All ayes, motion carried

Motion Hoyt/Jones to approve the following:

- i 2023 Board meeting Dates
- ii 2023 Board Workshop Date
- iii 2023 Holiday schedule – office closed

All ayes, motion carried

Motion Jones/Buckley to add the following parcels to the Rubbish Special Assessment per Assessor James VanWormer

- i 007-352-116-00
- ii 007-205-001-10

All ayes, motion carried

Motion Hoyt/Jones to hire Clerk Admin Assistant/Election Coordinator Pamela Voelker, effective January 3, 2023, beginning rate of pay \$15.00/hr with a .50/hr increase after a 90 day review. All ayes, motion carried

Motion Buckley/Hoyt to approve Bilt on Demand Seamless Gutters proposal in the amount of \$250 as recommended by JC Designs. All ayes, motion carried

Motion Hoyt/Buckley to release Request for Proposal (RFP) for interior painting of Hayes Township Municipal Complex. All ayes, motion carried

Public Comment – questions were taken and answered

Motion Buckley/Jones to adjourn meeting. All ayes, motion carried. Meeting adjourned at 7:45 p.m.