

HAYES TOWNSHIP
SPECIAL BOARD MEETING UNAPPROVED MINUTES
May 23, 2023

Supervisor Jones called the Special Meeting to order at 12:00 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, Trustee Willett, and Clerk Hoyt

Motion Rood/Buckley to approve the agenda with the additions/deletions:

- Remove Resolution to approve Clare County Hazard Mitigation Plan
- Remove road projects Cranberry, Harrison Ave to Judy/Janet and Clarence, Coolidge to Harrison Ave.
- Add road project Ball Ave. from Townline south the end of pavement
- Reconsider painting project Request for Proposal (RFP)
- Obligate ARPA funds (see attachment for listing of obligations)
- Release of Request for Proposal (RFP) for sewer/water study project
- Consultation fee of \$1,000 for Hi-Tech Systems Services to perform a camera site visit to upgrade camera system
- Approve JC Designs to collect bids for pathway to the tennis courts
- Approve JC Designs to collect quote for LED lighting inside the building (except gym)
- Authorize JC Designs to release Request for Proposal (RFP) for painting, drywall repair, and caulking based on prior specifications
- Authorize JC Designs to obtain quotes on fencing along E. Townline Lake Rd. right of way and connecting to the existing fence along east side of the building
- Authorize Clerk Hoyt to obtain quote from Trimedia for Ground Penetrating Radar (GPR) at Pleasant Plains Cemetery
- Hiring of Tim Bailey as Maintenance Technician wage of \$15.50 per hour
- Provide Letter of Support to Harrison Fire Department for a grant submission
- Approve the following VC3 quotes:
 - Move to Office 365 Exchange for email from Gmail \$4,144
 - Workstation replacement \$932
 - Server replacement \$6,484
- Approve hot water heater replacement and pan underneath as emergency repair based on JC Design recommendation, preferably lowest bid
- Hire Carina's Cleaning and Housekeeping quote for janitorial services
- Approve renewal of MiDeal contract in the amount of \$180
- Approve JC Designs to receive quotes for lighting driveway by Sports Complex
- Authorize Arnold Sales to evaluate auto scrubber for possible repairs

- Approve Environmental Pest Control service proposal to provide pest control in township building \$840
- Approve June 5 workshop to meet with MMDC on sewer/water study RFP

Public Comment on agenda - questions were taken and answered.

Motion Jones/Teall to approve Waste Management request for dumpster at Hayes Street/Andrew Street corner with keys for residents on Hayes Street and to get bids for the purchase sufficient gravel to place at corner to hold the container as well as support the weight of the truck emptying the dumpster. All Ayes, motion carried

Motion Jones/Buckley to adopt the Waste Management policy on stolen trash containers as the Hayes Township policy on stolen trash containers. All ayes, motion carried

Motion Jones/Buckley to adopt Resolution 22-13 To Approve Golf Cart Ordinance. Roll Call vote: Jones – aye, Buckley – nay, Teall – nay, Rood – nay, Hoyt – nay. Resolution 22-13 is not adopted.

Motion Rood/Hoyt to adopt Resolution 22-12 Authorizing check signers. Roll Call vote: Jones – aye, Buckley – aye, Teall – aye, Rood – aye, Hoyt – aye. Resolution 22-12 is adopted.

Special board meeting suspended at 12:35 p.m. for further discussion on obligating ARPA funds

Special Board meeting resumed at 1:20 p.m.

Motion Buckley/Jones to reconsider painting project RFP. All ayes, motion carried

Motion Hoyt/Teall to obligate \$441,500 of ARPA funds to the following projects:

Sewer study project	\$ 75,000
Camera system upgrade	\$ 35,000
Pathway to tennis courts	\$ 15,000
Painting	\$ 25,000
LED lamp project for building	\$ 10,000
Fencing project	\$ 5,000
Ball Ave. chip fog project	\$ 11,000
Cranberry Rd project	\$225,500
Cemetery updates/GPR	\$ 40,000

Roll Call vote: Jones – aye, Buckley – aye, Teall – aye, Rood – aye, Hoyt – aye. ARPA obligated funds plan is approved

Motion Hoyt/Teall to approve hiring of temporary groundskeeper – wage \$15.50/hr. All ayes, motion carried

Motion Rood/Jones to approve release of RFP for sewer/water study project. All Ayes, motion carried

Motion Jones/Buckley to approve Clare County Road Commission Cranberry Lake Rd. project from Harrison Ave. east to to BR27 , not to exceed \$225,500. Roll Call vote: Jones – aye, Buckley – aye, Teall – aye, Rood – aye, Hoyt – aye. Cranberry Lake Rd. project is approved.

Motion Jones/Teall to approve Clare County Road Commission Ball Ave. from Townline south to the end of the pavement, chip and fog project , not to exceed \$12,100. Roll Call vote: Jones – aye, Buckley – aye, Teall – aye, Rood – aye, Hoyt – aye. Ball Ave. project is approved.

Motion Rood/Teall to approve \$1,000 Consultation fee of \$1,000 for Hi-Tech Systems Services to perform a camera site visit to upgrade camera system, consulting fee will be waived if Hi-Tech Systems Services is hired to upgrade camera system. All Ayes, motion carried

Motion Teall/Hoyt to approve JC Designs to collect bids for pathway to the tennis courts. All Ayes, motion carried

Motion Teall/Rood to approve JC Designs to collect quote for LED lighting inside the building (except gym)

Motion Rood/Teall to authorize JC Designs to release Request for Proposal (RFP) for painting, drywall repair, and caulking based on prior specifications. All Ayes, motion carried

Motion Rood/Teall to authorize JC Designs to obtain quotes on fencing along E. Townline Lake Rd. right of way and connecting to the existing fence along east side of the building. All ayes, motion carried

Motion Hoyt/Rood to authorize Clerk Hoyt to obtain quote from Trimedia for Ground Penetrating Radar (GPR) at Pleasant Plains Cemetery. All Ayes, motion carried

Motion Hoyt/Jones to hire Tim Bailey as temporary groundskeeper. All Ayes, motion carried

Motion Jones/Rood to provide Letter of Support to Harrison Fire Department for a grant submission. All Ayes, motion carried

Motion Hoyt/Teall to approve the following VC3 quotes:

- Move to Office 365 Exchange for email from Gmail \$4,144
- Workstation replacement \$932
- Server replacement \$6,484

All Ayes, motion carried

Motion Rood/Teall to approve hot water heater replacement and pan underneath as emergency repair based on JC Design recommendation and lowest bid. All Ayes, motion carried

Motion Rood/Teall to hire Carina's Cleaning and Housekeeping for inside custodial work at a rate up to \$30/hr., up to 20 hrs. per week with additional hours as needed. All Ayes, motion carried

Motion Hoyt/Rood to renew approve renewal of MiDeal contract in the amount of \$180. All Ayes, motion carried

Motion Teall/Rood to approve JC Designs to receive quotes for lighting driveway by Sports Complex. All ayes, motion carried

Motion Teall/Rood to authorize Arnold Sales to evaluate auto scrubber for possible repairs. All ayes, motion carried

Motion Rood/Buckley Approve Environmental Pest Control service proposal to provide pest control in township building \$840. All Ayes, motion carried

Motion Rood/Jones to approve June 5 workshop to meet with MMDC on sewer/water study RFP. All Ayes, motion carried

Public Comment – none

Motion Buckley/Rood to adjourn meeting. All ayes, motion carried. Meeting adjourned at 2:37 p.m.

Debra Hoyt, Hayes Township Clerk