

HAYES TOWNSHIP
June 25, 2024
UNAPPROVED MINUTES

*approved
7/23/24*

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 Teall, Treasurer Rood, and Clerk Hoyt

Members absent - None

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

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

Community Reports

- County Commissioner
- Clare County Road Commission
- Lake Boards
- Planning Commission
- Enforcement Team

Motion Teall/Buckley to approve the June 11, 2024 General Board minutes. All Ayes, motion carried.

Motion Buckley/Teall to approve June 11, 2024 Closed Session minutes. All Ayes, motion carried.

Motion Teall/Rood to approve the Consent Agenda

- Bills to Be Paid
- Bills Paid Prior
- Treasurers Report

All Ayes, motion carried.

Department Reports

- Supervisor
- Treasurer
- Clerk
- Trustee
- Zoning

New Business

Motion Hoyt/Rood to approve Harrison Youth Soccer Agreement. All Ayes, motion carried.

Motion Buckley/Rood to adopt Resolution 23-12 Supervisor Salary at \$30,624.88 (\$1,177.88 per pay). Roll call vote: Jones – aye, Buckley – aye, Teall – aye, Rood – aye, Hoyt – aye. Resolution 23-12 is adopted

Motion Teall/Hoyt to adopt Resolution 23-13 Treasurer Salary at \$45,937.32 (\$1766.82 per pay). Roll call vote: Jones – nay, Buckley – nay, Teall – aye, Rood – aye, Hoyt – aye. Resolution 23-13 is adopted

Motion Rood/Teall to adopt Resolution 23-14 Trustee Salary at \$5,721.30 (\$220.05 per pay).

At this time Supervisor Jones amended the motion, Trustee Buckley seconded the motion to increase Trustee salary to \$6,000. Roll call vote: Jones – aye, Buckley – aye, Teall – nay, Rood – nay, Hoyt – nay. Amended motion is not approved.

Roll call vote was then taken on the original motion to adopt Resolution 23-14: Jones – nay, Buckley – nay, Teall – aye, Rood – aye, Hoyt – aye. Resolution 23-14 is adopted as originally presented.

Motion Rood/Teall to adopt Resolution 23-15 Clerk Salary at \$42,109.08 (\$1,619.58). Roll call vote: Jones – nay, Buckley – nay, Teall – aye, Rood – aye, Hoyt – aye. Resolution 23-15 is adopted

The following wage increases are based on a 3.2% COLA increase:

Motion Rood/Teall to approve Assistant Clerk wage at \$17.86/hr. Three (3) ayes, two (2) nays – motion carried.

Motion Hoyt/Rood to approve Assistant Treasurer wage at \$16.00/hr. (will be a new hire). All ayes, motion carried.

Motion Hoyt/Rood to approve Assessor wage at \$18.51/hr. All ayes, motion carried.

Budget Coordinator \$125/pay, which is a new position, will be voted on tomorrow.

Motion Hoyt/Buckley to approve Building Committee wage at \$125/pay. Four (4) ayes, one (1) nay, motion carried.

Motion Rood/Teall to approve Cemetery Manager wage at \$18.51/hr. Four (4) ayes, one (1) nay, motion carried.

Motion Hoyt/Rood to approve Cemetery Sexton wage at \$17.39/hr. Four (4) ayes, one (1) nay, motion carried.

Motion Hoyt/Rood to approve Deputy Clerk wage at \$19.03/hr. Three (3) ayes, two (2) nays – motion carried.

Motion Rood/Hoyt to approve Deputy Treasurer wage at \$19.03/hr. Four (4) ayes, one (1) nay, motion carried.

Motion Hoyt/Rood to approve Election Coordinator wage at \$17.86/hr. Three (3) ayes, two (2) nays – motion carried.

Motion Hoyt/Rood to approve Enforcement Team wage at \$125/pay. Four (4) ayes, one (1) nay, motion carried.

Motion Hoyt/Rood to approve Maintenance wage at \$17.39/hr. Three (3) ayes, two (2) nays – motion carried.

Motion Rood/Teall to approve Zoning Administrator wage \$20.20/hr. Four (4) ayes, one (1) nay, motion carried.

Motion Hoyt/Rood to approve amendment to Policy Manual Chapter 4 – Financial Administration

4.48 Board Post-Audit Authorized for Certain Claims

Only the following types of claims may be paid by disbursements made prior to board audit and approval:

1. Payroll and payroll taxes
2. Utility bills
3. Invoices with penalties that would be incurred if payment is not received prior to the board meeting where claims will be approved
4. The supervisor/township elected officials may authorize emergency expenditures when deemed essential due to the imminent threat to the health, safety, and welfare of the township.
5. Insurance
6. Phone bills
7. Contract payments

Any claims authorized under this policy prior to board approval shall be post-audited at the next board meeting.

All ayes, motion carried.

Dates for the following Public Hearings were set:

- Arnold Lake SAD – August 13, 2024 at 1:00 p.m.
- Rubbish SAD – August 13, 2024 at 3:00 p.m.

Motion Jones/Buckley to approve Enforcement Team request to utilize Clare County Sheriff Dept for abatement orders. All ayes, motion carried.

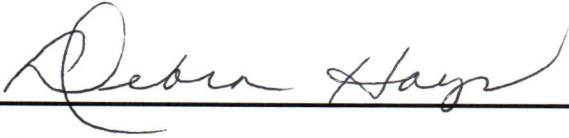
Discussion Items

- FY 23-24 Budget Close out

- FY 24-25 New Budget
- Brining SAD

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

Motion Jones/Teall to adjourn. All ayes, motion carried. Meeting adjourned at 8:13 p.m.

A handwritten signature in cursive script, reading "Debra Hoyt". The signature is written in black ink and is positioned above a solid horizontal line.

Debra Hoyt, Hayes Township Clerk