

Hamilton Township Board Meeting Minutes

May 1, 2025 @ 6:30pm at Hamilton Township Hall, 3042 N. Rodgers, Harrison, MI

Board Members Present: Mike Iutzi, Gerald Tom Vaughn, Denise Goodenow, Andrea Wallace

Board Members Absent: Mike Conway

Guest Count: 1 Residents: 10

CALLED TO ORDER: by Vaughn at 6:30pm, followed by Roll Call, an Invocation, and the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion by Iutzi to approve the agenda, seconded by Goodenow; all in favor. **MC**

APPROVAL OF APRIL MINUTES: April meeting minutes submitted in advance. Wallace made a correction; The private roads special assessment was only for parcel 008-080-003-50, not parcel 008-080-004-00. Iutzi moved to approve the April minutes with the correction, seconded by Goodenow, all in favor. **MC**

APPROVAL OF PUBLIC HEARING MINUTES: Public Hearing minutes submitted in advance. Wallace moved to approve the Public Hearing minutes, seconded by Iutzi; All in favor. **MC**

GUESTS:

Commissioner, David Hoefling reported they received a grant for the airport, but the commissioner's tabled accepting the grant and whether to keep the airport open for the next meeting. They updated their credit card, travel, and sick leave policies and repealed the covid policy. They paid off one lease for squad cars and are doing another lease starting in October for 6 squad cars.

REPORTS:

TREASURER'S REPORT: Read by Goodenow. Wallace moved to approve, seconded by Iutzi; all in favor. **MC**

CLERK'S REPORT: Invoices over \$100 read by Wallace. Iutzi moved to approve and pay the monthly bills including: Payroll, Keysor Builders, Consumers, Charter, Republic, VC3, Amazon, Melissa Townsend \$30 for phone, BS&A, Clare County Equalization, Redgy Garver, and Hoerauf and Nevill, PC, seconded by Goodenow; all in favor. **MC**

Planning Commission, Chair Kelly Bennett was absent. Next Planning Commission Meeting is May 7th at 6:30pm.

Zoning Administrator, Melissa Townsend was absent, but submitted a report ahead of time. 3 permits and 2 STR permits were issued. One violation letter will be going out regarding a shed on a property.

Assessor's Report, Tina Wright handed out a request to purchase the Apex Portal software. **Motion to approve the purchase of the Apex Portal Software made by Goodenow, seconded by Iutzi; all in favor. MC**

Blight: Vaughn reported 9 letters were sent out in April and he has heard back from all of them.

Parks, Amy Wright: Wright reported they met with MLR to go over the drawing. MLR will send it to the DNR to approve and then the bidding process will start. Hoping to break ground in the Fall. They had a zoom meeting. Wright met with Heckman Electric for a bid on electricity. Wright did some research on park benches and trash receptacles; they will cost about \$26,000. In order to submit the T-Mobile Hometown Grant application, 5 community letters will need to be collected. **Resolution to submit the T-Mobile Hometown Grant application was passed. 4 ayes, 0 nays, 1 absent.**

OLD BUSINESS:

Earth Day HHS: Vaughn reported that students from the Harrison High School came out to Courtney Park and cleaned it up.

Hall Rental Discussion: Board discussed changing the wording on the website to include property owners as residents for the cheaper rental fee; go ahead and change.

Lawn Maintenance Contract: Motion made by Wallace to accept the lawn maintenance contract from Elm Creek, seconded by Iutzi; all in favor. **MC**

Community Builders Series Grant: Wallace reported that Lou was unable to get a code from CMF to submit the application. Therefore, it did not get submitted.

ARPA: Wallace reported that the report for ARPA has been submitted.

Election Security Grant: Wallace reported the paperwork has been submitted for the Election Security Grant.

NEW BUSINESS:

Clare County Equalization Contract: Motion to accept the Clare County Equalization Contract with option 2 made by Iutzi, seconded by Wallace; all in favor. **MC**

Hall Rental Springwood Lake Improvement Board: Discussions were made regarding charging Springwood Lake Improvement Board for the hall rental. Yes, they need to pay the rental fee.

Private Roads Special Assessment Refund: Property owner for parcel: 008-080-004-00 has been paying \$102.62 a year for the private roads special assessment and should have been paying \$51.31. Motion to refund property owner for 2024 and to update the taxes to the correct amount made by Iutzi, seconded by Goodenow; all in favor. **MC**

Adoption of Policies Phase 1: Wallace presented policies to the Board. Tabled until next meeting.

Rubbish Add/Remove: Motion to remove rubbish from parcel: 008-110-488-01 made by Iutzi, seconded by Wallace; all in favor. **MC** Motion to remove rubbish from parcel: 008-005-300-05 and add rubbish to parcel 008-005-300-10 made by Wallace, seconded by Goodenow; all in favor. **MC** Motion to remove rubbish from parcel 008-013-100-11 and add rubbish to parcel 008-013-100-41 made by Wallace, seconded by Iutzi; all in favor. **MC**

Planning Commission Appointment: Motion to re-appoint Marsha McKee and Linda Barkell to the Planning Commission Committee made by Wallace, seconded by Iutzi; all in favor. **MC**

Board Member on Parks Committee: The parks committee is unofficial. Linda Barkell, Valdine Erskine, and Amy Wright are on the parks committee. They will let the Board know when the next meeting is and if anyone wants to join them they can.

Well Cleanup-Vaughn reported that the County and David Wright, Sr. cleaned up the well.

Date Reminders: Clerk in the office on Saturday, May 3rd from 9am-5pm, May 6, 2025 Election, Yard waste pickup May 6 and May 20, 2025, Road Brining: May 9, 2025 and July 29, 2025 (Give or take according to the weather)

PUBLIC COMMENT: Began at 7:55pm. Comments were received from 3 people. Ended at 7:59pm.

ADJOURNED: Iutzi made a motion to adjourn at 7:59pm, seconded by Goodenow; all in favor. **MC**