

Hamilton Township Board Meeting Minutes

June 5, 2025 @ 6:30pm at Hamilton Township Hall, 3042 N. Rodgers, Harrison, MI

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

Guest Count: 1 Residents: 13

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

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

APPROVAL OF MAY MINUTES: May meeting minutes submitted in advance. Goodenow moved to approve the May minutes, seconded by Wallace, all in favor. **MC**

APPROVAL OF SPECIAL BUDGET MEETING MINUTES: Special Budget Meeting minutes submitted in advance. Wallace moved to approve the Special Budget Meeting minutes, seconded by Goodenow; all in favor. **MC**

GUESTS:

Commissioner, David Hoefling reported the airport grant was approved, the commissioners opposed privatization of mental health services programs for state mental health services, opioid funds were approved to enable the expansion of a Recovery Court Coordinator Position, approve extension of administrative contract, and approve Circuit Court to apply for a grant that would enable rehabilitation for parole offenders.

REPORTS:

TREASURER'S REPORT: Read by Goodenow. Iutzi moved to approve, seconded by Conway; all in favor. **MC** Motion to bring the tax account up to \$500 made by Iutzi, seconded by Goodenow; all in favor. **MC** Motion to move park account to the business account under the umbrella of the township so it can earn interest made by Goodenow, seconded by Wallace; all in favor. **MC**

CLERK'S REPORT: Invoices over \$100 read by Wallace. Iutzi moved to approve and pay the monthly bills for June and July including: Payroll, Keysor Builders, Consumers, Charter, Republic, VC3, Amazon, Melissa Townsend \$30 for phone, Clare County Cleaver for zoning ordinance, Clare County Cleaver for budget hearing, USPS, Andrea Wallace reimbursement for election food, Do It Best, MI Chloride, Shred It, and MTA annual dues, seconded by Goodenow; all in favor. **MC**

Assessor's Report, Tina Wright absent

Planning Commission, Chair Kelly Bennett was absent, but submitted a report asking that the board reconsider changing the zoning permit fees, that at their last meeting they worked on the Recreation Park Plan. Next Planning Commission Meeting is July 9th at 6:30pm.

Zoning Administrator, Melissa Townsend reported one STR passed, one sold, and one was no longer active. Townsend issued a citation for Jean Street. If a shed is over 200 square feet then it needs a building permit. Townsend would like to see the zoning permit fees be rolled back to what they were. The Township received the scrap tire grant. First pick up will be June 14th at 9am.

Parks, Amy Wright was absent, but left a report. There are two playground layout options, please email Wright by June 14th with feedback. MLR Engineering is working on designs for the amphitheater, Wright has one letter of support for the T-Mobile grant; additional letters can be emailed to her by June 20th.

Blight: Vaughn reported 24 blight letters have been sent to date, 13 completely resolved, 10 are in varying stages of completion, and 1 will likely require a citation.

OLD BUSINESS:

Adoption of Policies Phase 1: Motion to approve Hamilton Township Policies Phase 1 made by Iutzi, seconded by Goodenow; all in favor. **MC** Phase 2 was handed out for review.

Springwood Lake Improvement Board Hall Rental: Motion to allow Special Assessment meetings, within the township, to use the hall (not to exceed one per year) made by Wallace, seconded by Goodenow; all in favor. **MC**

NEW BUSINESS:

MTA Conference-Cemetery: Motion to allow Wallace to attend the MTA conference on June 24th on cemeteries made by Goodenow, seconded by Iutzi; all in favor. **MC**

Springwood Lakes Resort Association (Appointment): Motion made by Iutzi to accept Paul Kesilica's resignation as the Hamilton Township Representative on the Springwood Lake Improvement Board and to appoint Al Alyers as his

replacement AND to fill the vacancy created by Al's new role, appoint Bob Holzinger as an alternate representative on the Springwood Lake Improvement Board, seconded by Goodenow; all in favor. **MC**

Certificate of Deposits: Motion by Iutzi to move both Huntington CDs to MFCU for 6 months and to allow the Treasurer, Denise Goodenow to open the accounts, seconded by Conway; all in favor. **MC**

Budget Amendments: Motion to approve the following budget amendments by Goodenow, seconded by Iutzi; all in favor. **MC**

Dept 101: Social Security & Medicare amend to 581.39, Contract Serv-rubbish and amend to \$324,614.20, Bank Service Charges amend to \$87.00, Printing amend to \$7,701.37, Memberships amend to \$3,198.26

Dept 171-Supervisor: Meetings amend to \$550.00

Dept 215-Clerk: Education and Professional amend to \$250.00, Meetings amend to \$725.00

Dept 247-Board of Review: Social Security and Medicare amend to \$130.07, Meetings amend to \$1750.00

Dept 253-Treasurer: Social Security & Medicare amend to \$1,300.51, Meetings amend to \$500.00

Dept 254-Deputy Treasurer: Social Security & Medicare \$459.00

Dept 257-Assessor: Contractual Service amend to \$1597.50

Dept 262-Elections: Elections Salary & Wages amend to \$6277.10, Election Supplies amend to \$1536.34

Dept 265-Township Hall: Main Supplies amend to \$352.74

Dept 371-Building Inspection Department: Social Security & Medicare amend to \$559.69, Permit Fees amend to \$1241.10

Dept 448-Utilities: Telephone & Consumers amend to \$215.00

Dept 567-Cemetery: Contractual Service amend to \$14,934.77

Dept 701-Planning Commission: Printing amend to \$547.50, Meetings amend to \$2150.00

Budget 2025/2026: Wallace presented the 2025/2026 Budget, asked if there were any questions or changes: None. Resolution adopting the 2025/2026 Budget offered by Board Member, Goodenow and supported by Board Member, Iutzi. Roll call vote: 5 ayes, 0 nays, passed.

Voter Drop Box: On Monday, May 5th at 1:08am the drop box out front was backed into. License plate could not be read via the camera. Motion to submit a claim to insurance company for the voter drop box made by Iutzi, seconded by Conway; all in favor. **MC**

Election Audit: Hamilton Township was selected to be audited for the May election. The audit was very informative. There were a couple of things that need to be corrected in the future, but nothing major.

Scrap Tire (contract): Motion to approve the Scrap Tire grant for collection of tires on June 14th and September 13th made by Goodenow, seconded by Iutzi; all in favor. **MC**

Ham Radio Antenna: Vaughn was approached by a gentleman that would like to put a ham radio antenna on the tower that ISP is on. ISP said that was fine. Vaughn was going to get more information regarding insurance. Tabled for next meeting.

Clerk's Office Locks: Wallace reported that Lori's office recommended that the Clerk's Office be locked and that the Clerk and Deputy Clerk only have access. Wallace will look into options and bring it back to the board.

PUBLIC COMMENT: Began at 8:00pm. Comments were received from 0 people. Ended at 8:00pm.

ADJOURNED: Conway made a motion to adjourn at 8:00pm, seconded by Iutzi; all in favor. **MC**