

**Hamilton Township Board Meeting Minutes****October 2, 2025 @ 6:30pm at Hamilton Township Hall, 3042 N. Rodgers, Harrison, MI**

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

Board Members Absent: Denise Goodenow

Guest Count: 2 Residents: 11

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

**ADDENDUM TO AGENDA:** Motion by Iutzi to add ZBA Alternate Appointment to agenda, seconded by Conway, all in favor. **MC**

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

**APPROVAL OF SEPTEMBER 4, 2025 MINUTES:** Motion made by Conway to approve the September 4, 2025 minutes, seconded by Iutzi, all in favor. **MC**

**GUESTS:**

**High School Principal, Joe Ashcroft** reported the Harrison Schools millage on the November 4<sup>th</sup> election was a zero-millage increase. The monies would be spent to add more safety measures.

**Commissioner, David Hoefling** reported that September was a busy month; they approved 2 people for the Board of Canvassers, community agencies gave their reports, end of fiscal year clean-up (budget adjustments); ended with a surplus, the airport crack sealing is complete, and they accepted the one bid for the airport lighting project.

**REPORTS:**

**TREASURER'S REPORT:** Goodenow was absent.

**CLERK'S REPORT:** Invoices and bills to be paid were given to the board ahead of time. Conway moved to approve and pay the monthly bills for the rest of October and beginning of November including: Payroll, Keysor Builders, Consumers, Charter, Republic, VC3, Melissa Townsend \$30 for phone, Clare County Cleaver \$180.00-Invoice #7872 (5-1 year subscriptions), Election Source \$3,391.25-Invoice #25-2798 (Voter Drop Box), Elm Creek Lawn & Landscape \$600.00-Invoice #25720 (Mowing), Garver, Redgy \$1,000 (2 full burials-Peter/Anderson), Denise Goodenow \$182.82 (hotel room for MTA conference), H & H Propane Company \$655.23-Invoice #35625 (propane), Michigan Chloride Sales LLC, \$482.02-Invoice #0136419-IN, Shred Experts, LLC \$60-Invoice #161404, VC3 \$6,989.00-Invoice VC3-219615 (annual billing), seconded by Iutzi; all in favor. **MC** Wallace handed out the quarterly budget report and Request for Proposal. Wallace reported that the Township received a check from AF Group for \$406, the Fire Department came to Hamilton Township 4 times in September, the voter drop box was delivered, all documents were submitted to Allpaid to accept credit card payments, the pavilion was staked; Brian Watkins will pour the cement on Monday and Lester will put the Township on his schedule and order the materials. Lastly, Wallace reported 270 absentee ballots were sent out and reminded everyone about the November 4<sup>th</sup> election and the dates for the Election Commission and Public Accuracy Test.

**Assessor's Report, Tina Wright** was absent.

**Planning Commission, Chair Kelly Bennett** reported the Public Hearing went well. The PC recommends that the Board adopts the Parks and Recreation Plan and the PC is asking approval from the Board to seek legal opinion from the attorney recommended from the insurance company regarding: if a STR is owned by an LLC, does the STR follow the LLC? Bennett gave the dates the PC will meet in 2026: January 7, April 1, July 1, and October 7<sup>th</sup> at 6:30 p.m. Motion by Wallace to approve the PC to seek legal counsel from the attorney that is recommended by the insurance company, seconded by Iutzi; all in favor. **MC**

**Zoning Administrator, Melissa Townsend** was absent. Vaughn reported there are two variances: one for a small house to be on wheels and one to separate one acre.

**Parks, Amy Wright** reported the contractor's meeting went well along with the bid opening; one contractor and one playground equipment company showed up. The bid is \$30,000 above the limit. Therefore, the bid was sent to CMF to see what has to be cut. The Township should hear back from CMF in about a week and then the Board will need to approve the bid.

**Blight:** Vaughn reported 3 letters went out and he has contacted USDA about the house on Swallow-no contact has been made therefore, he contacted John Mulanoar's office and should be hearing back from them.

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**OLD BUSINESS:**

**Policies Phase 4:** Motion to adopt policies phase 4 (pages 24-36: Accounts Receivable through Bids and Quotes) made by Wallace, seconded by Conway; all in favor. **MC**

**NEW BUSINESS:**

**Parks and Recreation Plan Resolution:** Wallace offered the Parks and Recreation Plan Resolution with support from Conway. The resolution was adopted by roll call vote.

**Policies Phase 5:** Was handed out labeled Ethics. We will plan to adopt this at the next meeting.

**EGLE Class II Well Permit Application:** Vaughn read the letter from EGLE requesting a proposed conversion of an existing oil well and recommended writing a letter and asking for a Public Hearing. Iutzi opposed Egle and recommended we ask for a Public Hearing if they go forward. Motion by Conway for Hamilton Township to submit an email and letter to EGLE opposing the Injection interval, seconded by Iutzi; all in favor. **MC**

**ADDENDUM TO AGENDA: ZBA Alternative Appointment:** Motion to appoint Eric Maxwell to the Zoning Board of Appeals as an alternate made by Wallace, seconded by Iutzi; all in favor. **MC**

**PUBLIC COMMENT:** Began at 7:33pm. Comments were received from 3 people. Ended at 7:42pm.

**DATE REMINDERS:** Public Accuracy Test October 14<sup>th</sup> at 11:00am, ZBA October 14<sup>th</sup> at 6:00pm, and Election November 4<sup>th</sup>

**ADJOURNED:** Conway made a motion to adjourn at 7:42pm, seconded by Wallace; all in favor. **MC**