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Hamilton Township Board Meeting Minutes

January 8, 2026 @ 6:30pm at Hamilton Township Hall, 3042 N. Rodgers Ave., Harrison, MI

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

Absent: Mike Conway

Guest Count: 2 Residents: 9

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

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

APPROVAL OF December 4, 2025 MEETING MINUTES: Motion made by Iutzi to approve the December 4, 2025 minutes, seconded by Goodenow, all in favor. **MC**

GUESTS:

Commissioner, David Hoeffling reported they made a policy change to the fund balance, they are going to replace windows, and they set the dates for 2026.

Clare County Road Commission, Bill Simpson reported they set their meetings dates for 2026, they won't see funding from state until March, and they have been busy deicing the roads and cutting down trees.

REPORTS:

TREASURER'S REPORT: Report was given by Goodenow. Wallace moved to approve Treasurer's report, seconded by Iutzi; all in favor. **MC**

CLERK'S REPORT: Invoices and bills to be paid were given to the board ahead of time. Wallace passed out a report showing what has been paid for the park. Goodenow moved to approve and pay the monthly bills for the rest of January and beginning of February including: Payroll, Consumers, Charter, Republic, VC3, Melissa Townsend \$30 for phone, Amazon \$37.42-Invoice #1LXN-VKPW-GWDD (date stamp and hanging file folders), Clare County Cleaver \$58-Invoice #8127 (Public notice of Township meetings), Clare County Cleaver \$43.00-Invoice #8161 (Public notice of Planning Commission meetings), Election Source \$615-Invoice #25-3738 (annual maintenance contract for ICP and ICX), Four Way Structures \$10,800 (pavilion), Redgy Garver \$1,000 (Peters burial at Cedar Crest and Cushing burial at Hamilton) seconded by Iutzi; all in favor. **MC** Wallace reported the Fire Department came to Hamilton Township 7 times in December.

ASSESSOR'S REPORT, TINA WRIGHT was absent.

PLANNING COMMISSION CHAIR, KELLY BENNETT was absent. Vaughn gave Bennett's report: at the PC meeting on 1-7 they signed the Code of Conduct and Community Meeting Forms, the owner of Mafia Trail inquired about expansion, he was having the property surveyed, and will give the PC the plans once they are completed. Next PC meeting will be April 4th.

ZONING ADMINISTRATOR, MELISSA TOWNSEND was absent.

PARKS, AMY WRIGHT reported that the color of the park bench could be chosen, but not the legs, would like to have a Grand Opening Ceremony for the park, have a possible community engagement for the benches before a board meeting, inquired about charging a rental fee for the pavilions and the amphitheater, and mentioned purchasing grills.

BLIGHT: Vaughn reported he sent out 2 letters.

OLD BUSINESS:

Policies Phase 7: Motion to adopt policies phase 7 (pages 48-63: Public Notice) made by Wallace, seconded by Iutzi; all in favor. **MC** Policies Phase 8 was handed out.

NEW BUSINESS:

Election Worker Pay: Resolution offered by Wallace, seconded by Goodenow, resolution passed 4 ayes, 0 nays, 1 absent.

Hall Rental Checklist and Condition Inventory Form: Motion to approve the Hall Rental Checklist and Condition Inventory Form made by Goodenow, seconded by Iutzi; all in favor. **MC**

BOR Training: Motion to send George Laura, Judy Evans, and Robert Holtzinger to the Board of Review training held at Soaring Eagle on February 11th put on by MTA (cost: \$100 per person, plus mileage, training pay of \$50 per person, and 1 book) by Wallace, seconded by Goodenow; all in favor. **MC**

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MTA Capitol Conference: Motion to allow Wallace to attend the MTA Capital Conference in Lansing on March 17th (cost \$100 for the conference, mileage, and \$100 training pay) made by Iutzi, seconded by Goodenow; all in favor. **MC**

Transfer funds from ICS to Park... (Transfer funds from Park to General): Motion to allow the Treasurer to move funds from the ICS account to the Park account and vice versa as needed by Wallace, seconded by Goodenow; all in favor. **MC**

MC Motion to allow Goodenow to move \$10,800 from the park account to the general account to pay Four Way Builders for the pavilion made by Iutzi, seconded by Wallace; all in favor. **MC**

Road Millage Renewal: Motion to allow Wallace to contact the attorney to get the resolution drawn up along with the ballot language, to put the Road Millage Proposal on the August 2026 Primary ballot for 4 years in the amount of 1 mil for township road improvement and maintenance made by Iutzi, seconded by Goodenow; all in favor. **MC**

Auditor Release of Information: Motion to allow Vaughn to sign the letter from the Township to Barry Gaudette to allow the new auditor (UHY, LLP) to get information from Barry Gaudette made by Wallace, seconded by Goodenow; all in favor. **MC**

Budget Amendments: Motion to amend Election Supplies from \$2,000 to \$5,396.17 and Improvements from \$0.00 to \$17,423.10 made by Goodenow, seconded by Iutzi; all in favor. **MC**

PUBLIC COMMENT: Began at 7:25pm. Comments were received from 3 people. Ended at 7:33pm.

ADJOURNED: Iutzi made a motion to adjourn at 7:33pm, seconded by Goodenow; all in favor. **MC**