

Hamilton Township Board Meeting Minutes

May 7, 2026 @ 6:30pm at Hamilton Township Hall, 3042 N. Rodgers Ave., Harrison, MI

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

Guest Count: 3 Residents: 12

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

ADDENDUM TO AGENDA: Motion to add addendum to the agenda adding Harrison Fire Department Support Letters made by Wallace, 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 APRIL 2, 2026 MEETING MINUTES: Motion made by Conway to approve the April 2, 2026 minutes, seconded by Iutzi; all in favor. **MC**

GUESTS:

Commissioner, David Hoefling reported they approved the annual assessment values from the Equalization department, \$280,000 was put away for capital improvements (windows will be replaced first, estimated to be \$138,000), approved contract with Enhanced Voting service, they are keeping an eye on house bills 5581, 5582, and 5585, and they entered into a contract with Resource Recycling, Inc. regarding the recycling program the State is requiring the county to have.

CCRC, Bill Simpson reported they are working on blading the roads and brining the roads, the 35-mph sign in front of the township has been installed and the new building is slated to open at the end of July.

Harrison Fire Department, Chief Barry Wallace, Jr. reported the fire dept is more involved in community events, the cadet program has been updated, hired 5 new people since January, working on the budget and cutting unnecessary spending, assessing trucks and rating them, looking for grants, and implementing a cost recovery program.

REPORTS:

TREASURER'S REPORT: Report was given by Goodenow. Wallace moved to approve Treasurer's report, seconded by Iutzi; all in favor. **MC** Goodenow reported that she will be changing the process of receiving cash for taxes: people will have to wait longer if paying taxes with cash (count the monies, write receipts, and post it).

CLERK'S REPORT: Invoices and bills to be paid were given to the board ahead of time. Goodenow moved to approve and pay the monthly bills for the rest of May and beginning of June including: Payroll, Consumers, Charter, Republic, VC3, Melissa Townsend \$30 for phone, Amazon \$104.73-Invoice #139W-YY4X-4LMR (Flags, magnets), BS&A Software \$4,148.00-Invoice #167361 (Annual renewal of cash receipting, general ledger, accounts payable, tax system, and payroll), Clare County Cleaver \$48.00-Invoice #8436 (Cemetery clean up notice), Clare County Cleaver \$97.50-Invoice #8414 (Inspection forms), Hamilton Township Dodge Lake Improvement \$12,476.44 (County Settlement), Hamilton Township Private Roads \$13,253.90 (County Settlement), Hamilton Township Springwood Lake Improvement \$1,906.73 (County Settlement), Hoerauf and Nevill, PC \$200-Invoice #2002 (Prepare volunteer waiver release), Redgy Garver \$650 (cremains at Cedar-Troyer and full at Hoover-Palmer), seconded by Iutzi; all in favor. **MC** Wallace reported the Fire Department came to Hamilton Township twice in May, ARPA report was submitted: the report has to be submitted every year in April until the State says otherwise, the budget was passed out for the Board to look at, Texas Roadhouse Fundraiser will be Tuesday, June 9th from 3-10 in Mt. Pleasant (10% of food bill will go toward the park-must present flyer), the volunteer waiver form from the attorney was handed out, and page 25-26 of the Policies-Accounts Receivable was passed out to replace; this was amended last month.

ASSESSOR'S REPORT, TINA WRIGHT was absent.

PLANNING COMMISSION CHAIR, KELLY BENNETT reported at their May 6th meeting two residents were concerned about speed limits, Bennett went over the rules for the park that the PC suggested, went over the pavilion and amphitheater agreements with changes, gave recommendation of pavilion and amphitheater reservation/rental fees, the Master Plan needs updated to add the park: Public Hearing will be July 1st at 6pm with the regular PC meeting to follow at 6:30pm.

ZONING ADMINISTRATOR, MELISSA TOWNSEND was absent. Vaughn read Townsend's report: 10 permits were issued, 2 STR inspections, multiple calls for more permits, and the scrap tire grant is still pending.

PARKS, AMY WRIGHT reported the amended contract from CMF was received, work day will be May 16th at 10am, use the 4X4 boards as bollards (discussions were had and the board agreed to use the 4X4 boards as bollards), the benches, picnic tables, and garbage cans will be ordered, and Wright showed the board the sign that CMF will put up regarding who the park was funded by.

BLIGHT: Vaughn reported the 6 letters that were sent in March are all actively being cleaned up, sent 5 letters in April and 3 have started to clean up, and 2 more complaints are on his desk.

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OLD BUSINESS:

PARK GRAND OPENING Wallace gave an update: 5 companies will be there for the touch a truck, Olson's Farm donated prizes for the scavenger hunt, waiting to hear from Family Fare, the Rockabilly Devils will be playing, ice cream truck will be in attendance, Amy, Val, and CMF's president will give a speech, and the Star-Spangled Banner will be played on a trumpet.

PARK RULES Motion to accept the park rules that the Planning Commission recommended (with updating the time from dawn to dusk) and purchase a sign with the rules on it made by Goodenow, seconded by Iutzi; all in favor. **MC**

PAVILION AND AMPHITHEATER Motion to accept fees and reservation/rental agreement for the pavilion and amphitheater that the Planning Commission recommended with the added changes from the board (pavilion #8 keep nothing on structure, add use eye hooks that are provided, add Release and Hold Harmless Agreement to both agreements-the longer one, and keep dawn to dusk as times for the amphitheater), seconded by Iutzi; all in favor. **MC**

MUSIC COPYRIGHT Motion to pay the music copyright fee, not to exceed \$1,000, if that's the recommendation from the attorney made by Wallace, seconded by Goodenow; all in favor. **MC**

WORK DAY Motion to hold a work day on May 16th at 10am at the Township to move items and get ready for the Park Grand Opening made by Goodenow, seconded by Wallace; all in favor. **MC**

CMF CONTRACT Motion to accept the Council of Michigan Foundation Subrecipient Grant Amendment amending the amount from \$936,940 to \$984,940 (an additional \$48,000) made by Wallace, seconded by Goodenow; all in favor. **MC**

NEW BUSINESS

LAWN CONTRACT Goodenow excused herself from voting due to a conflict of interest. Motion to accept Goodenow Farms lawnmowing contract in the amount of \$385 per mow made by Conway, seconded by Iutzi; all in favor. **MC**

CLARE COUNTY EQUALIZATION CONTRACT Motion to accept the Clare County Equalization Contract with option 2 and pay the \$500 made by Wallace, seconded by Iutzi; all in favor. **MC**

GREEN CUPS Motion to accept donations for the green cups with a minimum donation of \$100 made by Wallace, seconded by Goodenow; all in favor. **MC**

FUNDS TRANSFER FROM GENERAL TO ICS Motion to move \$250,000 from the general account to the ICS account made by Wallace, seconded by Goodenow; all in favor. **MC**

BASKETBALL POLES AND RIMS Motion to dispose of basketball poles and rims made by Conway, seconded by Iutzi; all in favor. **MC**

MAGNETIC HOOKS FOR CEILING Discussions were made. Yes, allow magnetic hooks to be used by those who rent the hall.

PAINT/COLORS FOR INSIDE BUILDING Motion to paint the walls of the inside of the Township Hall (as close to the color they are already painted) made by Goodenow, seconded by Conway; all in favor. **MC**

SECOND PLAYGROUND Wallace reported Troy from Arden Shell Trucking came out this morning to look at the grounds for the 2nd playground. He will get us an estimate. They will haul dirt and level the ground. Then the township will need to install the playground equipment. Arden Trucking will then come back to put mulch down. Discussions were made. Motion to dispose of all used playground equipment made by Conway, seconded by Goodenow; all in favor. **MC**

ADDENDUM: Harrison Fire Department Support Letters Motion to allow the Supervisor to sign any letters of support, pertaining to obtaining a grant, that come in for the Harrison Fire Department as long as the Harrison Fire Department isn't requesting monies from Hamilton Township made by Goodenow, seconded by Wallace; all in favor. **MC**

PUBLIC COMMENT: Began at 8:19pm. 3 comments were heard. Ended at 8:26pm.

DATES TO REMEMBER: June 9, 2026 3 PM – 10 PM...Dine to Donate Texas Roadhouse MT Pleasant (Must tell wait staff you are supporting Hamilton Township), May 10, 2026... Mother's Day, May 16, 2026... Park Work Day, May 25, 2026... Memorial Day, May 26, 2026 6 PM... Hamilton Township Budget Hearing, May 27-28, 2026... Road grading and Brining (weather permitting), June 4, 2026 6:30 PM... Next Board Meeting June 6, 2026 11:30 AM-2 PM...Park Grand Opening June 20, 2026 10 AM – 4 PM (9 AM set up) CRAFT/ CROP/ SHOP/ Plus* Silent Auction

This Date in History

MAY 30, 1868 The First Memorial Day was declared, honoring fallen soldiers In the Unites States of America. In 1968 (100 years later) Congress passed the Uniform Monday Holiday Act, signed by Richard M Nixon which was enacted in 1971

ADJOURNED: Conway made a motion to adjourn at 8:29pm, seconded by Iutzi; all in favor. **MC**