

Hamilton Township Board Meeting Minutes
September 3, 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: 2 Residents: 18

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

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

APPROVAL OF AUGUST 6, 2026 MEETING MINUTES: Motion made by Conway to approve the August 6, 2026 minutes, seconded by Iutzi; all in favor. **MC**

GUESTS:

Commissioner, David Hoefling reported that the fiscal year ends September 30th with a budget meeting scheduled for September 16th at 9am, Community Mental Health of Central MI gave their annual report; Dewayne Rogers will give monthly reports to the County Commissioners, a new land bank person was appointed, and they allocated an additional \$30,000 for the child care fund.

CCRC, Bill Simpson reported the road commission hasn't received the new monies yet, Budget Hearing Special Meeting will be September 29th, keys to part of the new building should be received on Friday, brining is done for the year, and the County is selling the Warner building, but keeping the 6 acres.

REPORTS:

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

CLERK'S REPORT: Invoices and bills to be paid were given to the board ahead of time. On the bills list you will notice two Lil Willies payments. They bill every 28 days. The second bill will be coming in a couple of days so I added it to the list. Goodenow moved to approve and pay the monthly bills for the rest of September/beginning of October including: Payroll, Consumers, Charter, Republic, VC3, Melissa Townsend \$30 for phone, Amazon \$52.99-Invoice #1T1W-39PJ-GQ4M (trash can lid), Charles Goodenow (Goodenow Farms) \$770-Invoice #000004 (August mowing), Clare County Treasurer \$24.63 (2026 Summer Deferment Ads), Lil Willies, Inc. \$250.00-Invoice #99005 (porta potty August 10 to September 6), Lil Willies, Inc. \$250.00 (porta potty September 7 to October 4), Shred Experts LLC \$65.00-Invoice #171427, seconded by Iutzi; all in favor. **MC** Wallace reported the Fire Department came to Hamilton Township 5 times in August, a zoom meeting to go over the new website will be set up, if Wallace doesn't hear from ASCAP this week then a new check will be issued and the old check will be stopped, Snyder and Staley Engineering was contacted to create drawings of the pavilions; they are almost completed, absentee ballots will go out the end of September, the Election Commission will meet September 29th at 11am, the Public Logic and Accuracy Test will be October 20th at 11am, and the two benches for out front have been delivered.

ASSESSOR'S REPORT, TINA WRIGHT was absent.

PLANNING COMMISSION CHAIR, KELLY BENNETT was absent. Linda Barkell reported the MTA conference went over STR, solar and wind turbine, and data centers. The PC will look at the ordinances that MTA has put out on data centers, our STR ordinance is good, the PC will review the solar and wind turbine ordinance, and the next PC meeting will be October 7th at 6:30pm.

ZONING ADMINISTRATOR, MELISSA TOWNSEND reported 28 permits have been issued year to date, 12 active STRs, 1 STR is supposed to pay for a variance, Townsend has seen an increase in corporate STR companies, ZBA hearing was heard regarding placing a shed/garage in front of a house on a non-conforming corner lot, Townsend reminded everyone to make sure your contractor is licensed and insured, and the Scrap Tire Collection will be September 19th.

PARKS, AMY WRIGHT was absent.

BLIGHT: Vaughn reported 4 letters were sent last month: 2 people complied completely, 1 started to clean up, and the other one the owners are deceased, and 2 citations went out on Tuesday.

Old Business

Data Centers: PC is looking into the ordinances from MTA.

Imprest Cash: Motion to withdrawal \$100 from the general checking account to be used as imprest cash (change drawer) to exchange currency in order to make change for a cash financial transaction (this will make a total of \$200 in the imprest cash drawer) made by Iutzi, seconded by Conway; all in favor. **MC**

Nature and Educational Field: Wallace spoke with Mike Gorhouse from CMF and he spoke with a gentleman from the DNR. The DNR's initial response is wildflowers and educational and historical signs would be fine in the fields. Gorhouse is waiting to hear back from the DNR for a final confirmation and will let Wallace know. In the meantime, Wallace will fill out the inquiry form from The Bee & Butterfly Habitat Fund.

Porta Potty: Motion to pay for the porta potties from the park monies made by Conway, seconded by Iutzi; 4 ayes, 1 nay. **MC**

Re-Surface Townline Rd: Motion to sign a contract with the Clare County Road Commission to re-surface Townline Lake Road from Rodgers Road to Athey Ave in the amount of \$90,000 made by Goodenow, seconded by Iutzi; all in favor. **MC**

New Business

Assessor (Post Cards/ A/C Window): Postcards were tabled until next meeting; the Assessor was going to do more research. Discussions were made regarding putting an AC unit in the Assessor's office. Wallace is going to get an estimate to see about putting in an AC unit in the wall.

Livestream: Discussions were made. The Township will not be livestreaming their meetings.

Security Cameras: Wallace brought to the board that the camera on the absentee ballot drop box needed to record for 30 days and the current one isn't doing that. Wallace will purchase a trail cam to set up by the drop box.

Re-Key-Locks: According to the policies, keys to the main door may go to board members and employees who need keys. Right now, the Board doesn't know who has a key to the Township Hall. Motion to contract with Gilboe's to rekey the 4 outside doors in the amount of \$472 made by Conway, seconded by Iutzi; all in favor. **MC**

Phone System: Wallace presented the board with information about a VOIP phone system through IVS COMM. Discussions were made. Keep the phone system we have.

MTA Fall Regional Meeting (Supervisor): Motion to send the Supervisor to the MTA Fall Regional Meeting in Gaylord on October 13th; cost \$125 plus mileage and \$100 stipend, made by Conway, seconded by Iutzi; all in favor. **MC**

Shred Experts Contract: Motion to sign the contract with Shred Experts LLC to shred documents made by Iutzi, seconded by Conway; all in favor. **MC**

Policy Manuel: Motion to contact the attorney to look over the policy manual made by Goodenow, seconded by Iutzi; all in favor. **MC**

Trunk or Treat: Motion to host a Trunk or Treat at the Township Hall on October 31st from 5pm-7pm made by Iutzi, seconded by Goodenow; all in favor. **MC**

Material Management Planning: Wallace forwarded the email she received from Lori Phelps regarding a Material Management Plan for their information.

PUBLIC COMMENT: Began at 7:34pm, 4 comments were heard. Ended at 7:50pm.

Dates to Remember: September 19, 2026 Scrap Tire collection 9 AM, September 19, 2026 3rd Annual Tournament of Ribbons Cancer Charity Golf Outing Devils Knob 9:30 AM, October 1, 2026 Township Board meeting 6:30 PM, November 3 Election, November 21 Craft Show and Silent Auction 10-4

This Date in History: 1783 The Treaty of Paris was signed to officially end the revolutionary war, 1895 the first pro football player Joh Brallier to be paid the sum of \$10, (In 2026, the average pro football salary is between 2.8 and 3.5 Million dollars), 1929 the stock Market began its decline that didn't recover until 1954

Have a Safe, Happy, Healthy and Blessed Fall Season!

Motion to Adjourn: Conway made a motion to adjourn at 7:50pm, seconded by Iutzi; all in favor. **MC**