

<p style="text-align: center;"><b>YANKEE SPRINGS TOWNSHIP</b>  <b><u>BOARD OF TRUSTEES Special Meeting</u></b></p> <p style="text-align: center;"><b>2021/2022 Budget Workshop</b></p> <p style="text-align: center;"><b>Tuesday, June 22, 2021</b>  <b>6:00 pm</b>  <b>Yankee Springs Township Hall</b>  <b>284 N. Briggs Rd., Middleville, Michigan 49333</b>  <b>In-Person Meeting</b>  <b>MINUTES</b></p>	<p style="text-align: center;"><b>MINUTES</b>  Page 1 of 4  <b>YS Board of Trustees –</b>  <b>Special Meeting</b>  June 22, 2021</p> <p style="text-align: center;"><b>In-Person Meeting</b></p>
<p>Meeting called to order at 6:00 PM by Supervisor Rob Heethuis</p> <p><b>PLEDGE OF ALLEGIANCE</b></p> <p><b>INVOCATION</b></p> <p><b>Roll Call:</b> Present: Dave VanHouten, Rob Heethuis, Larry Knowles, Mike Cunningham, Deb Mousseau (All Present).</p> <p><b>Staff Present:</b> Sandy Marcukaitis, Alice Jansma</p> <p><b>Visitors:</b> 1</p>	<p><b>CALL TO ORDER</b></p> <p><b>PLEDGE OF ALLEGIANCE</b></p> <p><b>INVOCATION</b></p> <p><b>ROLL CALL</b></p>
<p><b><u>ADDITIONS/CHANGES TO AGENDA:</u></b></p> <p><i><u>Motion by Cunningham with support from Heethuis to add the Park Committee's request for "structured activities" at the park starting in July 2021 to this meeting agenda after the discussion on reimbursement without an invoice. Roll Call Vote: VanHouten: yes; Mousseau: yes; Knowles: yes; Heethuis: yes; Cunningham: yes.</u></i></p> <p>Yes: 5, No: 0 MOTION CARRIED.</p>	<p><b>ADDITIONS/CHANGES TO AGENDA</b></p>
<p><b><u>PUBLIC COMMENT:</u></b> (Limit 3 minutes)</p> <p>None</p>	<p><b>PUBLIC COMMENT</b></p>
<p><b><u>BOARD ACTION ITEMS:</u></b></p> <p>Discussion regarding reimbursement without receipts: There has been ongoing conversation with an individual who purchased items for the Parks Committee voluntarily. This individual has requested reimbursement of \$765.08 but has not provided receipts to the Township. It may be preferred in the future for the Township to make purchases directly which would avoid an individual using their own funds for purchases.</p>	

**Motion by Cunningham with support from Knowles to reimburse for the soccer equipment \$765.08.** **Roll Call Vote:** Cunningham: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes.

Yes: 5, No: 0. MOTION CARRIED

- The parks committee would like to hire a Yoga instructor to provide yoga classes one evening a week (at no charge to the participants) at a cost of \$35.00 per class.
- The committee has found a two-person acoustic band that will play in the park on July 17th for one and a half hours for \$75.00 (with a rain date of the following weekend).
- These are ideas from the committee to bring people in the township out to use the park.
- If these services are used, the Board would like to have an invoice from these individuals sent directly to the Township for payment.

**Motion by Cunningham with support from Heethuis to allow the Park Committee to move ahead with the structured activities enumerated in Sandy's email.** Discussion: Would a permit be needed for these events? Also, would the Park pavilion need to be reserved and if so, who would handle that? The yoga class would not require use of the pavilion but it is expected that the musicians would need it. The committee will put up signs for any overflow parking that would be needed. The committee is working on getting plans in place to expand the parking in the near future. **Roll Call Vote:** Cunningham: yes; Mousseau: yes; Knowles: yes; VanHouten: yes; Heethuis: yes.

Yes: 5; No: 0 MOTION CARRIED.

The board directed Cunningham to notify the insurance carrier of these activities.

## **2021/2022 FISCAL YEAR BUDGET AND SALARY RESOLUTION WORKSHOP**

Discussion: There were no increases for salaries last year (2020/2021 fiscal year). A 3% increase would amount to an addition of approximately \$5,500 to the township annual budget. 3% would be equal to two year's cost of living increase amount as figured from the Social Security Administration.

**Motion by Cunningham with support from VanHouten to do a 3% increase across the board for all positions.** **Roll Call Vote:** VanHouten: yes; Mousseau: no; Heethuis: yes; Cunningham: yes; Knowles: no.

Yes: 3; No: 2 MOTION CARRIED

Discussion: Ordinance Enforcement Officer has requested an increase to \$23.00 per hour (which is above the 3% across the board increase).

**Motion by Heethuis with support from Cunningham that his rate would be \$23.00 per hour.** **Roll Call Vote:** Heethuis: yes; Mousseau: no; VanHouten: no; Cunningham: no; Knowles: no.

Yes: 1; No: 4 MOTION FAILED

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**MOTION TO  
REIMBURSE WITHOUT  
RECEIPTS**

**MOTION TO ALLOW  
PARK COMMITTEE TO  
SCHEDULE  
STRUCTURED  
ACTIVITIES**

**MOTION TO APPROVE  
A 3% INCREASE FOR  
ALL POSITIONS**

**MOTION TO INCREASE  
THE PAY RATE FOR  
THE ORDINANCE  
ENFORCEMENT  
OFFICER**

Discussion: The park maintenance position was offered at a rate of \$12.50 per hour but there is currently not a position with that hourly rate.

**Motion by Cunningham with support from Mousseau to change the Level 4 Maintenance position instead of a 3% increase to move it to \$12.50 per hour.**

**Roll Call Vote:** Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; VanHouten: yes.

Yes: 5; No: 0 MOTION CARRIED

- Should the Township constable be paid for attending virtual meetings?
- Should people receive per diem pay for virtual training as well as in person training?
- Should ZBA alternates be paid for attending meetings regardless of whether they vote?

**Motion by Knowles with support from Cunningham for Planning Commission members, ZBA members, Water Advisory members, and Board of Review members to be paid the per diem for training regardless of virtual or in person.** Roll Call Vote: Cunningham: yes; Knowles: yes; Mousseau: yes; Heethuis: yes; VanHouten: yes.

Yes: 5, No: 0 MOTION CARRIED.

**Motion by Knowles with support from Cunningham that constable be paid his per diem regardless of whether the meeting is virtual or in person.** Roll Call Vote: Cunningham: yes; Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes.

Yes: 5, No: 0 MOTION CARRIED.

**Motion by Cunningham with support from VanHouten that we add language to the salary resolution that clarifies that ZBA alternates get paid if they attend an in person or virtual meeting regardless of whether or not they vote.** Roll Call Vote: Cunningham: yes; Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes.

Yes: 5, No: 0 MOTION CARRIED.

#### **WATER BUDGET:**

Reviewed the budget that was presented by the Water Advisory Board. Knowles answered questions that were posed by the Board.

**Motion by Cunningham with support from VanHouten to approve the budget as presented.** Roll Call Vote: VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes.

Yes: 5; No: 0 MOTION CARRIED. *This is the Water System Budget.*

MOTION TO CHANGE  
THE PAY RATE FOR  
LEVEL 4  
MAINTENANCE

MOTION TO PAY PER  
DIEM AMOUNT FOR  
VIRTUAL TRAINING AS  
WELL AS IN PERSON

MOTION TO PAY  
CONSTABLE FOR  
VIRTUAL MEETINGS AS  
WELL AS IN PERSON

MOTION TO PAY ZBA  
ALTERNATES FOR  
ATTENDING IN PERSON  
OR VIRTUAL MEEINGS  
REGARDLESS OF  
VOTING

MOTION TO APPROVE  
WATER SYSTEM  
BUDGET

**GENERAL FUND BUDGET:**

The proposed budget was reviewed and discussion occurred among the Board members.

**Motion by Mousseau with support from Cunningham to approve the General Fund budget for 2021/2022 fiscal year as presented.** Roll Call Vote: Cunningham: yes; VanHouten: yes; Knowles: yes; Heethuis: yes. Mousseau: yes.

Yes: 5; No: 0 MOTION CARRIED.

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MOTION TO APPROVE  
GENERAL FUND  
BUDGET

**PUBLIC COMMENT:** (Limit 3 minutes)

None

PUBLIC COMMENT

**BOARD COMMENT:**

**Mousseau:** Thanked Alice and everyone.

**Cunningham:** Thanked Alice and the Board for their participation.

**Knowles:** Appreciates how much work has been done by the staff and Alice, Deb, and Mike,

**VanHouten:** Agreed and thanked everyone for their hard work.

**Heethuis:** Great job on discussion and thanked everyone for a great job done.

BOARD COMMENT

**ADJOURNMENT:**

**Motion by Knowles with support from Cunningham to adjourn meeting at 4:34 PM. Approved by all. Motion Carried.**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Michael S. Cunningham, Township Clerk

Respectfully submitted by:  
Betsy Frigmanski, Recording Secretary  
June 19, 2021

ADJOURNMENT