

**YANKEE SPRINGS TOWNSHIP  
BOARD OF TRUSTEES Special Meeting**

**Virtual only (Zoom) Meeting  
Tuesday, March 23, 2021**

**3:00 pm**

**Yankee Springs Township Hall  
284 N. Briggs Rd., Middleville, Michigan 49333**

**MINUTES**

MINUTES  
Page 1 of 3  
YS BOT – Special  
Meeting  
March 23, 2021

Meeting called to order at 3:00 p.m. by Supervisor Rob Heethuis

**PLEDGE OF ALLEGIANCE  
INVOCATION**

PLEDGE  
INVOCATION

**Roll Call:** Present: Cunningham at Township Hall, VanHouten at Rock Dr., Knowles at Marsh Dr., Mousseau at Township Hall, Heethuis at Lisa Lane.

ROLL CALL

**Staff Present:** Frank Fiala, Alice Jansma, John Frigmanski

**Visitors:** (2) via ZOOM

**ZOOM HOST:** John R. Smith at Florida residence

**ADDITIONS/CHANGES TO AGENDA:**

**Motion by Cunningham with support from Mousseau to accept the agenda as presented.**

**Roll Call Vote:** Knowles: yes; Cunningham: yes; VanHouten: yes; Heethuis: yes; Mousseau: yes.  
Yes: 5, No: 0. **MOTION CARRIED**

MOTION TO  
APPROVE AGENDA

**BOARD ACTION ITEMS:**

BOARD ACTION  
ITEMS

- 2021 Landscaping Bid evaluation and contract awarding
- Two of the three bidders already do work for the township.
- Reviewed the spreadsheet comparing the three bids.

**Motion by Knowles with support from Mousseau to accept the low bid from Gun Lake Lawn Care for \$5,370.00.**

**Roll Call Vote:** Heethuis: yes; Cunningham: yes; Knowles: yes; Mousseau: yes; VanHouten: yes.  
Yes: 5, No: 0. **MOTION CARRIED**

MOTION TO  
ACCEPT  
LANDSCAPING BID

- Robbins Cemetery Road Surveying estimate
- Larry Knowles contacted Burgess for an estimate to do the surveying for the road and received a bid of \$2,100.00. This does not include surveying for the cemetery plots.
- Currently the township does not have a policy of requiring additional bids

**Motion by Mousseau with support from Cunningham to hire Burgess to complete the survey work.**

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

Yes: 5, No: 0. **MOTION CARRIED**

MOTION TO HIRE  
SURVEYOR FOR  
ROBBINS  
CEMETERY

- Township Park Gazebo electrical installation estimate
- Estimate was received from Morgan Electric to extend the electric from the pedestal to the gazebo for the amount of \$1,818.00.
- Morgan Electric was the contractor who put in the pedestal that is there now.

**Motion by VanHouten with support from Cunningham to accept the estimate from Morgan Electric for \$1,818.00.**

**Roll Call Vote:** VanHouten: yes; Cunningham: yes; Mousseau: yes; Heethuis: yes; Knowles: yes; Yes: 5, No: 0. **MOTION CARRIED**

MOTION TO ACCEPT  
ESTIMATE FROM  
MORGAN ELECTRIC

- Assignment of \$300,000 for the Township office renovation/expansion project to the current fiscal year budget
- The assignment of the \$300,000 was already approved at the last meeting.
- Budget adjustments for the \$300,000 and additional adjustments for \$5,800.00 were reviewed.

**Motion by Mousseau with support from Knowles to accept Resolution No. 3-1-21 to amend Yankee Springs Township General Fund-101-Revenue to raise the revenue amount to \$1,443,000.00.**

**Roll Call Vote:** Heethuis: yes; Cunningham: yes; VanHouten: yes; Mousseau: yes; Knowles: yes. Yes: 5, No: 0. **MOTION CARRIED**

MOTION TO ADOPT  
RESOLUTION 3-1-21  
TO AMEND  
TOWNSHIP REVENUE

**Motion by Mousseau with support from Knowles to accept Resolution No. 3-2-21 to amend Yankee Springs Township General Fund-101-Expenditures to raise the revenue amount to \$1,443,000.00.**

**Roll Call Vote:** Heethuis: yes; Mousseau: yes; Cunningham: yes; Knowles: yes; VanHouten: yes. Yes: 5, No: 0. **MOTION CARRIED**

MOTION TO ADOPT  
RESOLUTION 3-2-21  
TO AMEND  
TOWNSHIP  
EXPENDITURES

- Consider declaring a state of emergency due to COVID-19 and the current OMA rules and regulations that make meeting cancellation highly likely.
- Current rules require that a meeting be cancelled if more than 25 people are in attendance and recent Zoom meetings have had more than that number attending.
- Barry County passed a declaration of a state of emergency today and per the County clerk that does cover the township as well.

**Motion by Knowles with support from Cunningham to pass Resolution No. 3-3-21 adopting township remote and hybrid meeting policy.**

**Roll Call Vote:** VanHouten: yes; Cunningham: yes; Mousseau: yes; Knowles: yes; Heethuis: yes. Yes: 5, No: 0. **MOTION CARRIED**

MOTION TO PASS  
RESOLUTION 3-3-21  
TO ADOPT A  
REMOTE/HYBRID  
MEETING POLICY

**Motion by Knowles with support from VanHouten to pass Resolution No. 3-4-21 authorizing declaration of emergency and requiring electronic and/or hybrid meetings for 2021.**

**Roll Call Vote:** Cunningham: yes; Heethuis: yes; Mousseau: yes; Knowles: yes; VanHouten: yes. Yes: 5, No: 0. **MOTION CARRIED**

MOTION TO PASS  
RESOLUTION 3-4-21  
DECLARATION OF  
EMERGENCY

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

**Frank Fiala:** The driveway permit for land splitting is not on the application form so something should be done on that. The Planning Commission recommended an application that goes along with the short-term rentals and that will be coming to the board. The County passed a resolution

PUBLIC COMMENT

to help the village of Middleville so that they can schedule their April 1<sup>st</sup> meeting. He was not aware that the township needed to pass anything in addition to the county declaration.

**Ray Eister:** Thanked the Board for the opportunity for the lawn service.

**BOARD COMMENT:**

BOARD COMMENT

**Cunningham:** It was a wild afternoon with the last-minute information from the County and it may be found out that the resolution wasn't necessary.

**VanHouten:** Good meeting. Will send a note that at the April meeting we can work on vision and mission statements, reestablishing the Veterans' committee. He saw the ad for the renovation committee.

**Knowles:** Appreciate the meeting and thanks to John R. for his help.

**Heethuis:** Agreed with Mike that it was crazy with things changing today. Thanked John for his work on the Zoom meetings.

**ADJOURNMENT:**

ADJOURNMENT

*Motion by Knowles with support from Cunningham to adjourn at 3:50 p.m. Approved by all.  
Motion Carried.*

Respectfully submitted:  
Betsy Frigmanski  
Recording Secretary 3/24/21

Date By Board of Trustees April 8, 2021

Approved



Michael S. Cunningham, Township Clerk

*Full audio recording of this meeting has been downloaded to the township office computer system on 3/24/21.*