

<p style="text-align: center;"> YANKEE SPRINGS TOWNSHIP <u>BOARD OF TRUSTEES</u> <u>Regular Board Meeting</u> <u>Thursday, May 11, 2017</u> 7:00 p.m. Yankee Springs Township Hall 284 N. Briggs Rd., Middleville, Michigan 49333 MINUTES </p>	<p> MINUTES Page 1 of 6 YST Bd Trustees 5/11/17 Approved June 8, 2017 </p>
<p> Meeting called to order at approximately 7:05 p.m. by Supervisor Mark Englerth. PLEDGE OF ALLEGIANCE: The Pledge was followed by a moment of silence and prayer for Chuck Biggs who is experiencing serious health issues. Roll Call: Jansma, J. Lippert, Englerth, Rottschafer, VandenBerg. Staff Present: Larry Knowles, Cathy Strickland, Frank Fiala, Rich Beukema, Greg Purcell, Paul Heystek, Tressa Knowles, Todd Delamar. Visitors: 9 (not including staff present). </p>	<p> CALL TO ORDER PLEDGE ROLL CALL </p>
<p> <u>ADDITIONS/CHANGES TO AGENDA:</u> </p> <ul style="list-style-type: none"> • Addition of Water Advisory Board under Old Business • Zoning Administrator's Report/Attorney request for Closed Session • Add to #13 ZBA appointment (C. Biggs replacement) also Discussion of Whispering Springs Development • Add to Clerk's Report – register of receipts dated 5/11/07 	<p> <u>ADDITIONS/CHANGES TO AGENDA</u> </p>
<p> APPROVAL OF CONSENT AGENDA: </p> <ul style="list-style-type: none"> ➤ Board Meeting Minutes: Regular Board Meeting 4-13-17 ➤ Special Meeting 4-13-17 – 6:30 PM Special Assessment Dist. No. 45 ➤ ACCOUNTS PAYABLE: April 17 – April 28th, 2017 Checks # 914051 through Check #914074 = \$32,699.38 <p> <i>Motion by Jansma support from Lippert to approve the <u>Consent agenda for tonight's meeting as presented.</u> ROLL CALL: Jansma: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, VandenBerg: yes. Yes: 5, No: 0, MOTION CARRIED.</i> </p>	<p> APPROVAL OF Consent Agenda </p> <p> Approval of Consent Agenda as presented. MOTION CARRIED. </p>
<p> PUBLIC COMMENT: (Limit 3 minutes) </p> <p> Frank Fiala commented on the Hazardous Household Waste Collection being held this Saturday, May 13, from 9 a.m. to 1:00 p.m. </p> <p> Solid Waste Oversight Committee – Sarah Archer has been retained to assist the county with its recycling efforts. </p>	<p> PUBLIC COMMENT </p>
<p> <u>ACKNOWLEDGEMENT OF VISITORS:</u> </p> <p> Barry County Board of Commissioners –Vivian Conner gave the Commissioner's Report. </p> <p> Representative from Terry Lane Special Assessment Request - Road Paving </p>	<p> <u>ACKNOWLEDGEMENT OF VISITORS</u> </p> <p> Barry County Board of Commissioners – Vivian Conner </p>

Mr. Gary Bowman, of Terry Lane: approximate estimated cost \$16,000 (for paving 21,800 Sq. Ft of Terry Lane)

Motion by A. Jansma with support from Lippert to move forward (conduct two public hearings beginning with the June Regular Bd. meeting at 6:30 p.m.) with the Special Assessment for Terry Lane- for three year term at 3%. ROLL CALL: Jansma: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, VandenBerg: yes,. Yes: 5, No: 0. MOTION CARRIED.

Motion by Rottschafer with support from Jansma to limit special assessments not to exceed three (3) years. ROLL CALL: Jansma: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, VandenBerg: yes. Yes: 5, No: 0. MOTION CARRIED.

TREASURER’S REPORT: Alice Jansma, Treasurer

- Attached Restricted Funds Report 4-30-17
- Update on Library Information
- Barry County Parks and Recreation 2017 Grant Application (Board Action) (Resolution # 5-01-2017):

Motion by Lippert with support from Rottschafer to accept Grant application for 2 (two) - \$500 grants from the County Parks & Recreation Program for certified bark for playground coverage. (Resolution # 5-01-2017) All ayes. MOTION CARRIED.

- Library Information- is being worked on by Virginia Purcell and Alice Jansma. Currently they are waiting for information from the state.
- Budget admendments 2016-2017 (Board Action)

Motion by Rottschafer with support from Englerth to amend budget as presented by A. Jansma. ROLL CALL: Jansma: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, VandenBerg: yes. Yes: 5, No: 0. MOTION CARRIED.

Future Budget Workshop/Meetings:

- Dates: Thursday, May 25th –6 p.m.(changed to May 22 by J. Lippert)
Monday, June 19 at 6 p.m. (if needed and)(Changed to 8 AM)
Monday, June 26-(21) for the finalization of the budget at 6-7 p.m.

Set the Public Hearing on Adoption of the Fiscal Year 2017-2018 Budget

Motion by Lippert with support from Rottschafer to approve the previous month’s Treasurer’s Report as presented. Report is considered “Approved as presented.” (An “All Aye” Vote or Roll Call Vote was not requested by the Supervisor.)

ZONING ADMINISTRATOR REPORT: Larry Knowles – (Written report submitted.)

Land Split Request by William Batson: (NE Corner of Lynn Ave. And Chief Noonday).

Motion by Jansma with support from Rottschafer to approve landsplit request of William Batson, Parcel number 08-16-020-005-10. All ayes. MOTION CARRIED.

Roberta Hummel – Landsplit request (Blue Heron Drive- Barlow Lake)

Motion by Jansma with support from Englerth to approve landsplit request of R. Hummel.- Parcel #08-16-005-001-50. All Ayes. MOTION CARRIED.

***Both land splits were approved and recommended by Zoning Administrator and Township Assessor.**

ZONING ADMINISTRATOR REPORT: Larry Knowles *continued*

ACKNOWLEDGEMENT OF VISITORS

Mr. Gary Bowman of Terry Lane

MOTION to move forward with Terry Lane Spec. Assessment District.

Motion to limit special assessments not to exceed three (3) years.

TREASURER’S REPORT: Alice Jansma

Motion to apply for grant application to County Parks & Recreation Program for certified playground bark for Township Park.

Motion to amend budget as presented by A. Jansma.

TREASURER’S REPORT APPROVED AS PRESENTED

ZONING ADMINISTRATOR REPORT: Larry Knowles

<ul style="list-style-type: none"> • April Site Plan Reviews • Re-zoning Public Hearing scheduled for next Planning Commission (Cobb Lake & Patterson). • April Zoning Enforcements (Complaints) – ZBA Meeting Change <u>5-23-17</u> 	
<p><u>GUN LAKE AREA SEWER & WATER –L. Knowles, Director</u></p> <ul style="list-style-type: none"> • Water Services Contract Renewal June 1st – 2017 (Board Action) <p><i>*It was the Board’s consensus to postpone renewing the contract at this time as the Water Advisory Board is to be formed in near future.</i></p>	<p>GLASWA Report L. Knowles, Director</p>
<p>TRUSTEE ROTTSCHAFFER REPORT – (Fire Board Report Submitted).</p> <ul style="list-style-type: none"> • Annual Report 04-01-2016 – 04-01-2017 – Fire Chief Joe Miller & Deputy Fire Chief Dan Miller (<i>copies available for the public</i>) • 911 April 2017 Calls: 14 MFR’s and 3 Fire • Greg Purcell attended the Wayland Ambulance meeting held May 10, 2017 <p>-----</p> <ul style="list-style-type: none"> • DTE Energy Foundation Tree Planting Grants (Board Action) <p><i>Motion by Englerth with support from Rottschafer to apply for the DTE Energy Foundation Tree Planting grant (a matching grant). ROLL CALL: Jansma: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, VandenBerg: yes. Yes: 5, No: 0. MOTION CARRIED.</i></p> <p>-----</p> <p>Resolution Creating a Study Committee to Examine the Cost and Benefit of Appointing a Township Manager:</p> <p><i>Motion by Rottschafer with support from Jansma to accept Resolution #05-02-2017. Creating a Study Committee to Examine the Cost and Benefit of Appointing a Township Manager. Discussion:</i></p> <p>•Shane VandenBerg commented “It sounds like you are trying to take away responsibilities from the Supervisor.” VandenBerg also commented that Rottschafer talked to people that weren’t even on the board about the committee to look at appointing a township manager. “We have four members that just said the supervisor can no longer do his job, for the most part,” stated VandenBerg</p> <p><i>ROLL CALL: Jansma: yes, Lippert: yes, Englerth: no, Rottschafer: yes, VandenBerg: no. Yes: 3, No: 2. MOTION CARRIED.</i></p>	<p>TRUSTEE REPORT/FIRE COMMITTEE: <u>Roger Rottschafer</u></p> <p>MOTION to apply for DTE Energy Foundation Grant (for trees)</p> <p>Motion to accept Resolution Creating a Study Committee to Examine Appointment of a Township Manager.</p>
<p>PLANNING COMMISSION REPORT: Greg Purcell, Chairman</p> <ul style="list-style-type: none"> • Recommendations <i>Public Hearing Findings 4-20-17</i> • Public Hearing Signs – <i>to be posted on properties involved in upcoming public hearings. L. Knowles will be bringing sample signs to next PC meeting.</i> • Planning Commission reviewed possible Change in Ordinance to number of members on ZBA. <ul style="list-style-type: none"> • <i>Planning Commission recommends to stay with 5 members not 6 members and changing the word “shall” have a board member on the ZBA to “may” have a board member on the ZBA.</i> • Additional workshop meetings needed. 	<p>PLANNING COMMISSION REPORT: Greg Purcell, Chairman</p> <p>Page 3 of 6 YST Bd Trustees 5/11/17</p>

Motion by Lippert with support from Rottschafer to support Planning Commission's recommendation keeping ZBA membership as it is with 5 members and 2 alternates. ROLL CALL: Jansma: yes, Lippert: yes, Englerth: no, Rottschafer: yes, VandenBerg: no. Yes: 3, No: 2. MOTION CARRIED.

Discussion: Englerth commented on the struggle to get people to sit on the boards. He commented on postponing the last ZBA scheduled meeting because there weren't enough people to serve on the ZBA for that meeting. Englerth commented on the inconvenience a postponement of a ZBA meeting can cause for the public. Englerth noted that he respected the Planning Commission's decision, but "It's the general public we serve, not the Planning Commission," stated Englerth.

S. VandenBerg inquired as to the reason for the change of not requiring a board member on the ZBA. S. VandenBerg commented that he felt it was about Rottschafer (a ZBA Board Member) being on vacation. S. VandenBerg commented that he has a hard time understanding why he (VandenBerg) has to be present (at the township) to work as a Trustee. VandenBerg commented that he feels the requirement of a Board member on the ZBA has worked well in the past. He feels it is specially set up because "a board member is not here."

G. Purcell made some clarifications on the Planning Commission's recommendation in response to inquiry from Jansma.

Englerth commented that the increase of number of ZBA members would be serving the public better which was the goal.

J. Lippert commented on what the ordinance says now. The Planning Commission had to hold a public hearing to amend the ordinance (as recommended by the Township Board). The Planning Commission has held the public hearing (on April 20, 2017).

Motion by Jansma with support from Rottschafer regarding ZBA Membership Ordinance Amendment to strike the word "shall" and replace with "may". ROLL CALL: Jansma: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, VandenBerg: no. Yes: 4, No: 1. MOTION CARRIED.

S. VandenBerg commented that having a board member on the ZBA has always worked before and no one has given a reason as to why it has to be changed.

F. Fiala commented that township legal counsel with the MTA recommended the change to be in coherence with the Zoning Enabling Act.

CLERK'S REPORT: Janice Lippert, Clerk

- Invoice Register to Date For Approval Reference #s (2749 – 2767 \$30,448.26)

Motion by Jansma with support from Rottschafer to approve Refs #s 2749 – 2767 \$30,448.26 for payment. ROLL CALL: Jansma: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, VandenBerg: yes. Yes: 5, No: 0. MOTION CARRIED.

- 2016-17 Annual report from Wayland Ambulance available for public viewing at township hall.
- Lawn maintenance sealed bids due 3 p.m. on Monday, May 15, 2017

Motion to support Planning Commission's recommendation keeping ZBA membership as it is with 5 members and 2 alternates.

MOTION to Change wording in Ordinance regarding ZBA membership.

**CLERK'S REPORT:
J. Lippert**

- No response from ad in paper asking for volunteers to serve on the Veteran's Memorial Committee

CLERK'S REPORT:

continued

SUPERVISOR REPORT- MARK ENGLERTH:

**SUPERVISOR REPORT:
MARK ENGLERTH**

- **Robbins Cemetery (Board Action) Discussion**

Discussion took place regarding clean up, tree trimming, tree removal, stump grinding, and fencing. Also discussed were rotting trees, getting bids, and determining a budget amount.

Jansma felt clean up was needed. Jansma noted the need for a budget amount for the clean up and getting bids for the work to be completed, once the scope of the work is determined.

J. Lippert commented on the possibility of upsetting remains with the removal of trees. Also Lippert mentioned tree disease as an issue as well.

Rottschafer offered to have a plan for clean up of the cemetery by June. Rottschafer was concerned with getting a budget figure as well.

Englerth commented that the Board has to give some guidance as to what should be done with this project. "This board has to sit down and learn to work like a board," added Englerth.

Sandy Marcukaitis noted an assigned person should be in charge and bring a plan back to the board.

Bill Medendorp, of Vista Point commented that there is a lot of history in the cemetery and would like the board to be very careful with it.

VandenBerg noted they'd (VandenBerg and Rottschafer) work on the cemetery project.

Englerth commented that sooner or later the board has to try to take responsibility but the board has to give direction.

- **Clean-Up Day Update** was a big success. The township donated a dumpster for the efforts.
- **Memorial Day Observance Service** - Sunday, May 28, 2017 at 4:30 p.m. at the Fire Station.
- **MDOT** - a representative from MDOT is willing to come in and meet with the Planning Commission and Board regarding M-179 and access management.

Motion by VandenBerg with support from Rottschafer to have a meeting with MDOT regarding M-179 and access management to be set up by M. Englerth. All ayes.

MOTION CARRIED.

MOTION to meet with M-DOT.

NEW/OLD BUSINESS:

NEW/OLD BUSINESS

ZBA – it was determined that ZBA members are: Heilman, Strickland, Rottschafer, Biggs, and Welch. (C. Biggs is having serious health issues).

Two Appointees: John Frigmanski and Dave VanHouten, , Alternates: Todd Delamar,

<p>Fred Wallace</p> <p><i>Motion by Jansma with support from Rottschafer to appoint Todd Delamar as a ZBA alternate. All ayes. Motion Carried.</i></p> <p>-----</p>	
<p><u>Whispering Pines - Special meeting at 1 p.m. on Monday, May 15, 2017 with attorney Catherine Kaufman. (Closed Session) L. Knowles will contact C. Kaufman.</u></p>	<p>Motion to appoint Todd Delamar as a ZBA alternate</p> <p>Spc. Mtg 5-15-17</p>
<p><i>Motion by Jansma with support from Lippert to rescind motion of Water Advisory Board at last month's regular Board meeting. (Previous Motion (now being rescinded) was to approve the removal of the word "authority" and allow up to 5 members.) All ayes. MOTION CARRIED.</i></p>	<p>Motion to rescind motion regarding the Water Advisory Board at April's Regular Board mtg.</p>
<p><i>Motion by Lippert to cancel the Water Advisory Board Planning Meeting scheduled for tomorrow morning at 8 a.m. MOTION FAILED for lack of support.</i></p>	
<p>After the previous failed motion: (Tomorrow's meeting (May 12, 2017) at 8 a.m. was informally cancelled regarding the formation of the Water Advisory board.)</p>	
<p><u>PUBLIC COMMENT: NONE</u></p>	<p><u>PUBLIC COMMENT: NONE</u></p>
<p><u>ADJOURNMENT:</u></p>	<p><u>ADJOURNMENT</u></p>
<p>Motion by Lippert with support from Rottschafer to adjourn at 9:59 p.m. Approved by all. Motion Carried.</p> <p>Respectfully submitted: Date: draft 5-19-17 jcl Deb Mousseau Recording Secretary 5.16.17</p> <p style="text-align: center;"><u>Board Approved June 11, 2017</u> Janice C. Lippert, Township Clerk</p>	<p>Page 6 of 6 YST Bd Trustees 5/11/17</p>