

<p style="text-align: center;">YANKEE SPRINGS TOWNSHIP BOARD OF TRUSTEES Scheduled Work Session</p> <p style="text-align: center;">Board of Trustees Wednesday, February 27, 2013 Yankee Springs Township Hall 284 North Briggs Road, Middleville, Michigan 49333</p> <p style="text-align: center;">MINUTES</p>	<p>FINAL MINUTES Approved March 14, 2013 As presented</p>
<p>Meeting called to order at 7:00 PM by Supervisor Mark Englerth.</p> <p>Roll Call: Present: Jerkatis, J. Lippert, M. Englerth, M. Cook, Campbell.</p> <p>Staff Present: Frank Fiala, Jim Orr- Constable.</p> <p>PLEDGE OF ALLEGIANCE</p> <p>Visitors: 2 (Not including staff present)</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p> <p>PLEDGE</p>
<p>ADDITIONS TO AGENDA:</p> <p>J. Lippert requested to add <u>Public Comment</u> to Item #4, and add <u>Other Such Business</u> to #6 on the agenda.</p> <p>APPOINTMENT OF ZONING BOARD OF APPEALS MEMBER: (4 Applications received)</p> <p>Applications were received from: Al Schwennesen, Marley Ten Cate, Shannon VandenBerg, and Warren Wheeler.</p> <p>Discussion took place on what the procedure would be for processing applications and scheduling interviews. M. Cook pointed out the next ZBA meeting will be March 12. Currently three members are available plus one alternate.</p> <p>M. Englerth would like to personally interview each candidate and appreciates their willingness to apply and be of service to the community. Jerkatis added that these individuals should have a sit down interview. Jerkatis commented that he had not seen the list of applicants prior to this time. J. Lippert agreed with Jerkatis regarding the interview process. It was determined that board members will look over the applicant information and that each applicant should at least get an interview. M. Englerth and Campbell will work together to arrange their schedules to interview candidates. Shane VandenBerg asked if the interview procedure would be the same as in the past. M. Englerth responded that he wasn't sure, because he was not involved in this process before.</p> <p>GOALS of 2013 – Continuation of the December 20th Joint Meeting-</p> <p>J. Lippert commented that the <u>Mission Statement</u> is in the township's Land Use Plan. J. Lippert also added that the <u>newsletter</u> should be started. As for <u>buoys</u>, there has been only one reject. Campbell asked for a copy of the plan of where the buoys are to be placed. J. Lippert commented that owners have been contacted and applications have been made to the DNR. It was noted that there is a sign, not a buoy, for Baker Lake. J. Lippert mentioned that occasionally the sign disappears and an extra is in the township storage shed in case it is needed. Englerth mentioned that he'd like to see some partnership with Baker Lake because of the use of state access.</p>	<p>ADDITIONS TO AGENDA</p> <p>APPOINTMENT OF ZONING BOARD OF APPEALS MEMBER</p> <p>GOALS of 2013 – Continuation of the December 20th Joint Meeting</p> <p>Page 1 of 5 YST Joint Meeting 2-27-13</p>

GOALS of 2013 – Continuation of the December 20th Joint Meeting

Englerth would also like to hear from Barlow Lake regarding buoys. There has been some discussion with Payne Lake. Englerth went to Orangeville Township and shared what YS Township is doing here. J. Lippert commented that she was not aware if Orangeville had a no wake stand alone ordinance like YS Township. Discussion also occurred regarding cost of buoys (approx. \$110.00 each), possibly installing GPS tracking units in buoys, involving the GLPA, not excluding any other lakes, and addressing the ordinance by boating season. Campbell would like to see the ordinance involving buoys. He mentioned the redundancy of buoy placement in the channels and not in more necessary areas. J. Lippert mentioned that there is a map available showing the placement of buoys. Fiala mentioned that Payne Lake does not want any buoys on their lake. Each director on the Payne Lake Board has been asked.

Getting back to the discussion on the township newsletter, Englerth spoke with those involved with the Thornapple Township newsletter. Englerth commented that for \$575.00, Yankee Springs could have a four page newsletter inserted and delivered in the Sun & News newspaper. Ninety-five percent of the area would be covered. Discussion took place on the cost to mail out a newsletter, the possibility of buying a page in the newspaper, and obtaining businesses and clubs to advertise in the newsletter. J. Lippert spoke of a mailing per parcel going out for under \$700.

At this point in the meeting, Englerth commented that he'd like to go over some "Wins" (positive things that are happening in the township).

Regarding the 25 K run that is being planned in conjunction with Pennock Hospital, Englerth has found an alternate route through the state park campground. Frank Fiala, Cathy Strickland, Greg Purcell and Mark Englerth were at the first meeting with the planner regarding this event. The first draft for this should be out in a few days. Englerth will get the draft to C. Strickland and F. Fiala.

Another positive item involves the Marine Patrol program at Gun Lake. This is a pilot program. There has been news coverage on this as well. Upon hearing radio coverage, Jerkatis commented that the coverage mentioned townships contributing to this program. Jerkatis mentioned that he'd like to clear up this misconception. The township is involved in an administrative role only. M. Cook added that this may be a good thing to clarify in the township newsletter. J. Lippert inquired as to when the contract would be presented to YS Township.

Another "little win" is that the deed was filed and came back from the county regarding the Robbins Cemetery issue. Everything is all set there and bids are being sought on recycling.

GOALS of 2013 – Continuation of the December 20th Joint Meeting

GOALS of 2013 – Continuation of the December 20th Joint Meeting cont'd

Veteran's Memorial-Jim Orr commented that the group involved would like to have one more meeting just for ideas. A committee will be needed to collect funds and donations and construct a memorial. No meeting date has been set yet. Jerkatis asked if a date could possibly be set for the next meeting.

M. Englerth, beginning with Campbell, asked board members what they'd like to see accomplished this year:

B. Campbell would like to see less redundancy. He would like to see more progress – not just talking about things all the time. He gave an example of the buoy issue. This issue is something he heard about all last summer. He commented, "Here we are two months before boating season and nothing's been done". He added that if the buoys aren't set before April 1st, it will be very frustrating to him. M. Englerth commented, "We have to FT (fast track) those". J. Lippert commented that there are only 14 buoys. M. Cook added that she understands Campbell's frustration but a certain procedure has to be followed including two public hearings and notification by mail, etc. This procedure can take at least 90 days. Discussion took place about making changes to the locations of the buoys and jet skis and kayaks being involved in what can be a dangerous situation on Gun Lake. It was noted that the following lakes are all covered with the General Law ordinance for no wake: Deep, Baker, Cobb, and Gun. M. Cook added that a public meeting could be held just before a regular board meeting.

Discussion then went to having a professional planner at Planning Commission meetings, and who has the authority to say whether or not a professional planner should be at the PC meeting. Jerkatis commented that his opinion is that the Supervisor is in charge of the order of business. J. Lippert remarked that she felt the Zoning Administrator should be at the meeting for this discussion. M. Englerth commented that office policy was being discussed not just one person. M. Cook asked who approves of the contact to a professional for advice. Jerkatis remarked that the board has authority to approve expenditures. He added that he had trouble with those who don't have this responsibility not conferring with those in charge before going to professional people.

M. Englerth mentioned conduct in meetings and how should it be handled. He commented that this type of misconduct had occurred twice already in tonight's meeting. Regarding office activities, Campbell asked J. Lippert who she asks permission from. J. Lippert commented that she thought the office functions well. M. Englerth commented that the discussion is about "How do we do a better job as a board? We need to get things done in a timely manner," added Englerth. M. Englerth asked to go back to the question, "Who's boss?" Englerth commented that he feels that his boss is the taxpayers and thinks the board should have authority to give the supervisor the authority to do what he was elected to do instead of holding a meeting every time there's an issue in the office. M. Englerth asked, "How do we move forward?"

GOALS of 2013 – Continuation of the December 20th Joint Meeting cont'd

Buoy Issue

Professional Planner/Attorney Authorization

Functioning of Board and Office Staff

Discussion occurred regarding disciplinary measures and documentation of improper conduct, employee files, lines of communication, not having to have five board members to make a decision on something simple that needs to be done, hierarchy in the office, leniency for the supervisor to make decisions without the board, and access and flexibility for certain individuals to contact planners or lawyers. Englerth commented that there has to be accountability and at least attorney and planner bills are being initialed now.

Authority/Support of Supervisor

Englerth also mentioned a possible change in hours for the Zoning Administrator as building/construction has continued to be slow. He commented that enforcement could be done by lesser paid employees. M. Englerth asked, "How do we want to improve? I'm not Al McCrumb and Bruce Campbell is not Jack Finkbeiner, so we're bound to be different.... We need to move forward, but not at just one meeting per month... This is a different time, different leadership. It's not working. I can't get second guessed every time I turn around. We need to understand that I set the pace 31 days a month." J. Lippert suggested calling a staff meeting. M. Englerth responded that he tried to do so over a month ago. He commented that when he starts acting like a supervisor and someone acts up they are going to get written up and "three times they are out. The second time the employee will have a set of pieces that they can do to repair their position." "I need your support," added Englerth. Jerkatis commented that he'd take it to the board if someone in the office gave him a hard time several times. M. Cook commented that getting support while building teamwork seems to be the problem here. B. Campbell commented that if there's a negative person or energy, it will be contagious.

8:50 p.m.:

J. Lippert leaves meeting.

BREAK

At 8:50 p.m., J. Lippert, Clerk, excused herself from the meeting.

BREAK: 8:50 p.m.

RESUME: 9:03 p.m.

M. Englerth referred to a letter from a local Catholic Church regarding their sign that was removed from the area at M-179 and Patterson Rd. MDOT property was involved. Jim Panyrek has given permission to put the sign on his property. M. Englerth clarified that the sign existed previously and it was a government taking. Englerth commented that every community has an area with a group of signs for such items as the Elks, VFW, Jaycee's, and other organizations such as church affiliations.

Motion by Jerkatis with support from M. Cook to temporarily allow the Catholic Church sign to go up until the Planning Commission gets work on NE corner of M-179 and Patterson completed and incorporated into the project with sign being out of MDOT's area right-of-way. All ayes. **MOTION CARRIED.**

Motion to temporarily allow the Catholic Church sign to go up until the PC gets work on NE corner of M-179 and Patterson completed and incorporated into the project with sign being out of MDOT's area right-of-way. MOTION CARRIED.

Discussion returned to office procedures and staff. Englerth spoke briefly of his authority being undermined, and reiterated that he can't be second-guessed on every decision he makes. He also commented that it was okay to cross-train employees to handle other positions. Also if the ZA isn't in the office, Englerth feels someone should be able to handle a land split or get someone on the right track by giving information to the resident to get started.

M. Cook commented that whenever there is a change over of leadership, this type of thing will take place. Englerth commented about possibly changing hours of the Zoning Administrator to 10 hours rather than 20 hours per week. Jerkatis suggesting putting these ideas into a proposal to present to the board. Campbell brought up that this would take up too long of a period of time to act on. Further discussion went on regarding the board supporting the Supervisor supervising the day to day activities of the township office. Jerkatis also commented that salary changes are done by resolution and there's a specific process.

Motion by M. Cook with support of B. Campbell to acknowledge the Board fully supports the Supervisor to be chief administrator of day to day operations of the office and staff of Yankee Springs Township. ROLL CALL: Jerkatis: yes, M. Cook: yes, Englerth: yes, Campbell: yes, J. Lippert: not present. Yes (4), Fifth board member, J. Lippert, not present. MOTION CARRIED.

M. Cook mentioned that she is concerned about the goal of Public Safety. She mentioned that she would be happy to stop by Consumers Energy in Hastings and get a quote on a street light at the intersection of Payne Lake and Cobb Lake Roads. The Board approved M. Cook to get a quote. Englerth asked Fiala to contact B. Lamberg of the BCRC to obtain a count of accidents at that intersection. Possibly the intersection should be a 4-way stop.

Motion by Jerkatis supported by M. Cook to pay \$391.50 to MTA for four members of the Board of Review to go to training. All ayes. MOTION CARRIED.

ADJOURNMENT: At 9:35 p.m., Jerkatis motioned to adjourn with support from B. Campbell. All ayes.

Respectfully submitted:
Recording Secretary
D. Mousseau
3-2-13

Approved Date: 3-4-13 jcl draft

Final Approval of Minutes: March 14, 2013

Janice C. Lippert, Clerk

Motion to acknowledge the Board fully supports the Supervisor to be Chief Administrator of day to day operations of the office and staff of Yankee Springs Township. MOTION CARRIED

Motion to pay \$391.50 to MTA for four members of the Board of Review to go to training. MOTION CARRIED.

ADJOURNMENT