

<p style="text-align: center;"> <b>YANKEE SPRINGS TOWNSHIP</b>  <b><u>BOARD OF TRUSTEES</u></b>  <b><u>Regular Meeting</u></b>  <b><u>Thursday, June 12, 2014</u></b>  <b>7:00 p.m.</b>  <b>Yankee Springs Township Hall</b>  <b>284 North Briggs Road, Middleville, Michigan 49333</b> </p> <p style="text-align: center;"><b>MINUTES</b></p>	<p> <b>FINAL MINUTES</b>  <b>Approved July 10, 2014</b>  <b>As presented</b> </p>
<p> <u>Meeting called to order at 7:03 PM by Supervisor Mark Englerth.</u>  <u>Roll Call:</u> J. Lippert, Englerth, Jerkatis, Rottschafer, Campbell.  <u>PLEDGE OF ALLEGIANCE</u>  <u>Staff Present:</u> Constable Jim Orr, Alice Jansma, Cathy Strickland, Frank Fiala, Sandy Marcukaitis.  <u>Visitors:</u> 11 (not including staff present). </p>	<p> <b>CALL TO ORDER</b>    <b>ROLL CALL</b>    <b>PLEDGE</b> </p>
<p> <b><u>ADDITIONS/CHANGES TO AGENDA:</u></b> </p> <ul style="list-style-type: none"> <li>• Correction: Approval of May 28, 2014 minutes not May 21, 2014 minutes.</li> <li>• There will not be a TTES or County Commissioner's Report this evening as Dave Middleton and Craig Stolsonburg had other obligations.</li> </ul>	<p> <b><u>ADDITIONS/CHANGES TO AGENDA</u></b> </p>
<p> <b><u>APPROVAL OF MINUTES:</u></b>  Motion by Lippert with support from Campbell to approve minutes of May 8, 2014 as presented. All ayes. MOTION CARRIED.  Correction to May 28, 2014 minutes:  Clerk's Report, 1<sup>st</sup> paragraph, 2<sup>nd</sup> sentence: Strike "Currently" and replace "Light Industrial" with "LI-1 and I-1". The corrected sentence should read as follows: The Township has LI-1 and I-1 zoning.  Motion by Lippert with support from Rottschafer to approve minutes of May 28, 2014 meeting as amended. All ayes. MOTION CARRIED. </p>	<p> <b><u>APPROVAL OF MINUTES</u></b>  <b>Motion to approve minutes of May 8, 2014 as presented. MOTION CARRIED.</b>    <b>Motion to approve minutes of May 28, 2014 meeting as amended. MOTION CARRIED.</b> </p>
<p> <b><u>ACKNOWLEDGEMENT OF VISITORS:</u></b>  <b><u>TTES Report</u></b> –David Middleton, Fire Chief – No report this evening  <b><u>BARRY COUNTY COMMISSIONER'S REPORT:</u></b> No report this evening.  <b><u>PUBLIC COMMENT:</u></b>  <b>Shane VandenBerg</b> asked if there was another public comment time. Supervisor Englerth replied that there wouldn't be another public comment time. VandenBerg asked if the voice of the community was going to be taken away. VandenBerg commented, "I think we're in trouble, real trouble," and also mentioned that there would be a public comment at the end of the meeting. </p>	<p> <b><u>ACKNOWLEDGEMENT OF VISITORS:</u></b>  <b><u>TTES REPORT:</u></b> No Report    <b><u>BARRY COUNTY COMMISSIONER'S REPORT</u></b>  No Report    <b><u>PUBLIC COMMENT</u></b>    Page 1 of 6  YST Bd Trustees  6-12-14 </p>

**TREASURER'S REPORT: John Jerkatis, Treasurer**

Motion by Campbell with support from Rottschafer to accept the May Financial Statement as presented. All ayes. MOTION CARRIED.

Jerkatis presented a resolution to rescind the administrative fee (1%) on all property taxes paid through February 28, 2015.

Discussion occurred. It was noted that this is the last meeting before the budget.

Motion by B. Campbell with support from Jerkatis to table the motion to rescind the administrative fee (1%) until meeting of Budget approval. All ayes. MOTION CARRIED.

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

Motion by Jerkatis with support from Campbell to approve **payroll** check #s 5133-5149 for amount of \$11,278.07. ROLL CALL: Jerkatis- yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5. No: 0. Motion Carried.

Motion by Lippert with support form Rottschafer to approve EFT of \$2,833.62 for the month of May 2014. ROLL CALL: Jerkatis- yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5. No: 0. Motion Carried.

- Clerk Lippert explained items and answered any questions on the accounts payable register. Also, Lippert noted that the computer crashed twice today while preparing for payables.

Motion by Jerkatis with support from Lippert to approve **Accounts payable** check #s 912519 thru 912528 for the total amount of \$7,071.62. ROLL CALL: Jerkatis- yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5. No: 0. MOTION CARRIED.

Discussion occurred on approval of payables before the end of year (June 30, 2014).

Receipt distribution report for month of May was copied to Board members.

June 17, Tuesday, at 6 p.m. will be a Special Meeting to Amend the budget.

June 25, Wednesday, at 6:30 p.m. (prior to the Workshop Meeting of the Board of Trustees at 7:00 p.m.) will be the Public Hearing to Adopt the Budget 2014-2015.

Clerk reminded Board that the General Ledger (Revenue & Expenditure) could be used as a worksheet for the amendments to the budget (mark it up, question it).

August Primary Public Accuracy Test will take place by July 18, 2014 at the Thornapple Township.

Public Ordinance Adoption: Ordinance amending Article V Special Exception Uses - Section 4.5- Types of SEU permits by the addition of a new section "T". "T" is portable business for Fireworks- Retail Sales. The application fee was originally \$100.00 payable

**TREASURER'S REPORT:**

**John Jerkatis, Treasurer**

**Treasurer's Report Approved**

**Motion to table the motion to rescind the administrative fee (1%) until meeting of Budget approval. MOTION CARRIED.**

**CLERK'S REPORT:**

**Jan Lippert**

**Payroll and Accounts Payable approved**

to YS Township. The board approved a new fee (4 to 1 vote) of \$80.00. The effective date is immediately.

Motion by Lippert with support from Rottschafer to adopt Ordinance #06-06-2014 (formally adopting change of \$80.00 from \$100.00 application fee). ROLL CALL: Jerkatis- yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5. No: 0. Motion Carried.

**ZONING ADMINISTRATOR'S REPORT: Larry Knowles, ZA absent due to illness.**

Zoning Administrator's May Activity Report was placed in Board member's mail slots.

Frank Fiala reviewed what had occurred at the most recent Planning Commission Meeting of June 5, 2014.

A pole barn request at Bluff Drive was approved.

Fiala explained a situation where Melissa Schilthroat pulled her request/application of the Planning Commission and decided to take her request to the ZBA. Schilthroat had already paid \$200. It was noted that a cost had already been occurred for the publishing of the public hearing for June 5, 2014. Schilthroat requested a refund of \$100.00 for the Planning Commission request, since she will need to pay another fee to the ZBA of \$200.00 as well.

Motion by Jerkatis with support from Lippert to refund the \$100.00 to Melissa Schilthroat for her PC application withdrawal. ROLL CALL: Jerkatis- yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5. No: 0. Motion Carried.

Discussion occurred regarding the Planning Commission's Public Hearing for the Sign Ordinance on June 19, 2014. Rebecca Harvey, Professional Planner, will be present at the Public Hearing, if board members would like to meet her.

Fiala also mentioned that four PC members attended the MSU Citizen's Planner Seminar that took place earlier today (6/12/14).

**PLANNING COMMISSION: Frank Fiala, Chairman**

Re-zoning requests have been made by Middleton Enterprises LLC.

The Planning Commission recommends adoption of the following:

Parcel No. 08-16-006-003-00 Owner (Middleton Enterprises) From RA to I-1  
Parcel No. 08-16-006-003-10 West half Owner (DeKoning & Lettinga) From LI-1 to I-1  
Parcel No. 08-16-006-003-10 East half Owner (DeKoning & Lettinga) From LI-1 to RA

Motion by Lippert with support from Campbell to adopt Ordinance 06-02-2014 (3 Zoning Requests of Middleton Enterprises LLC). ROLL CALL: Jerkatis- yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5. No: 0. Motion Carried.

Motion by Lippert with support from Rottschafer to adopt Ordinance #06-06-2014 (formally adopting change of \$80.00 from \$100.00). MOTION CARRIED.

**ZONING ADMINISTRATOR'S REPORT: Larry Knowles, ZA -absent due to illness.**

Motion to refund the \$100.00 to Melissa Schilthroat for her PC application withdrawal. MOTION CARRIED.

**PLANNING COMMISSION: Frank Fiala, Chairman**

Motion to adopt Ordinance 06-02-2014 (3 Zoning Requests of Middleton Enterprises LLC). Motion Carried

**SUPERVISOR'S REPORT: Mark Englerth**

Englerth commented on a **letter he received from Mike Bremer of Thornapple Township** in regards to the TTES Fire contract. Negotiations are still continuing. The contract continues on a month to month basis. Englerth has contacted Lynn Harvey, retired MSU Professor regarding the fire contract situation. Englerth would like Harvey to assess the TTES contract. Englerth also mentioned that a couple more volunteers were acquired on the fire dept. today and the brush truck is back with a new pump on it.

Light bulb replacement and other maintenance have been done at the **fire station** but a maintenance program has to be set up to get the station to where it should be and maintained. Englerth would like to increase pay to \$18.00 per hour for the maintenance person. After the fire station is brought up to a point of a regular maintenance, Englerth estimated that the board would be looking at \$180.00 of maintenance on the building a month.

Motion by Jerkatis with support from Rottschafer to allow payment of \$18.00 an hour for maintenance done on the fire station. This person will report to M. Englerth. ROLL CALL: Jerkatis- yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5. No: 0. Motion Carried.

**GLASWA-** Continuing labor negotiations – next time to meet June 25. The water/sewer board is looking at a 25% raise or \$4.00 per month increase of rates. A public hearing will be held on this and each township will have to approve the increase. Discussion took place with questions on the water report.

The **township hall mailbox** has been replaced three times (within 1½ years) by M. Englerth and has been approved by the U.S. Postmaster.

**Code enforcement:** proposed by Supervisor to hire someone up to \$20.00 per hour. This person would take and answer complaints in a timely fashion. Paying for a contract service but at an hourly rate would be giving flexibility to current part time staff in Planning and Zoning.

Motion by Englerth with support from Rottschafer to allow Supervisor and ZA to utilize part-time staffing up to \$20.00 per hour for code enforcement. ROLL CALL: Jerkatis- no, Lippert- no, Campbell- yes, Rottschafer- yes, Englerth- yes. NO: 2, YES: 3. MOTION CARRIED.

Discussion took place on a job description, as well as the question of cuts to take place for this position, and the 57% decrease in P & Z costs this year.

Englerth gave a recap on the township hall irrigation system. A new pump is needed and drop pipe estimated at \$1900.00. Discussion took place regarding when items will be let out for bid or not.

**SUPERVISOR'S REPORT:  
Mark Englerth**

**TTES Fire Contract**

**Fire station Maintenance Program: Start**

Motion to allow payment of \$18.00 an hour for maintenance done on the fire station. Motion Carried.

**GLASWA (Contract Negotiations)**

Motion to allow Supervisor and ZA to utilize part-time staffing up to \$20.00 for code enforcement. MOTION CARRIED.

**SUPERVISOR'S REPORT: Mark Englerth cont'd:**

Motion by Jerkatis with support from Campbell to allow pump replacement by Kraai Well Drilling not to exceed \$2,100 with turf replaced as normal. ROLL CALL: Jerkatis- yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5. No: 0. Motion Carried.

**NEW BUSINESS/ OLD BUSINESS:**

Bruce Campbell recapped the MTA meeting he attended June 11<sup>th</sup>. He mentioned the Affordable Care Act discussions, as well as, everyday ethics that were highlighted with different scenarios given.

Roger Rottschafer also attended the meeting. Rottschafer mentioned an attorney speaking of responsibility of the supervisor to keep the meeting (township's) moving. Rottschafer commented about the public comment period. Rottschafer that he was frustrated with the last meeting's public comment time. His hope is that critical things would be worked on, that have yet to be addressed.

Jan Lippert attended the meeting as well. Jan commented on the agenda form. There will be changes in the agenda as directed by the MTA. Lippert added that if anyone wishes to be placed on the agenda to give her seven (7) days notice.

Lippert mentioned that the township meetings are for business purposes. If a resident wishes to view records and/or has questions regarding a specific item can be reviewed in the Township office during regular office hours. All records are available for public viewing.

Also presented was an Organization Chart for general Law Township and Charter Townships for the Elected Office holders.

Mark Englerth mentioned that common accepted farm practices were highlighted in a session, and that he had talked to engineering firms about policies and procedures relating to infrastructure. Englerth also mentioned information given at the MTA conference regarding public comment periods.

**PUBLIC COMMENT:** (3 Minutes or less)

Shane VandenBerg – asked if these problems (with public comment time) have been going on since just the last meeting or for a lifetime.

Chuck Biggs – has been on the board for a long time, and commented that we've never had this kind of issues before. Biggs added that if the board continues on as it is trying to do now; he feels that it will change.

Mike Cunningham applauds the change with the public comment period. Cunningham commented that the challenge will be to keep it this way, (just a comment time not a discussion). "It is a meeting where the public is viewing the board's work and now we need to keep it that way."

Shane VandenBerg asked if from this point on that there will be no further comment

**SUPERVISOR'S REPORT:**

**Mark Englerth cont'd:**

Motion to allow pump replacement by Kraai Well Drilling not to exceed \$2,100 with turf replaced as normal. MOTION CARRIED.

**NEW BUSINESS/ OLD**

**BUSINESS**

**PUBLIC COMMENT**

**NEW BUSINESS/OLD BUSINESS cont'd:**

time after the beginning of the meeting, or will this change again. Englerth commented that it will continued to be adjusted until it works. Englerth added that he has time after the meeting to discuss it further.

Jim Uhen, Resident, N. Patterson Rd., asked if it would be productive just to have a meeting for public comment. Englerth briefly commented on how it has been a struggle in meetings with public comment time.

John Jerkatis commented, "#1 this is a business meeting to review progress and status of different projects and work that board members are involved in... Public comment is just that. The public can make comments- not to involve discussion, ask questions and expect answers. The supervisor not only has the authority to set the public comment situation and format... he has a responsibility to the rest of the board to conduct the meeting in a business-like manner..."

Regarding roof bids, Jerkatis commented that the bid openings will be June 25<sup>th</sup> and the awarding of the bids will fall between the workshop and next regular meeting. If there is a problem with this, Jerkatis would be willing to issue a bid addendum.

M. Englerth asked what the board wants to see happen in the next year. Englerth asked board members to write their want lists and narrow them down to five items (per list) and prioritize them. "You don't run the government the government runs you... Let's try to take some time to do some strategic planning, and ask what's most important," commented Englerth.

**ADJOURNMENT:** Motion by Englerth with support from Campbell to adjourn at 8:45 p.m. Approved by all.

Respectfully submitted  
Deb Mousseau  
Recording Secretary 6/16/14

Date: draft 6-19-14 jcl  
Final Approval June 12, 2014  
Janice C. Lippert, Township Clerk

**NEW BUSINESS/OLD BUSINESS cont'd:**

**ADJOURNMENT**