

<p style="text-align: center;"> YANKEE SPRINGS TOWNSHIP BOARD OF TRUSTEES Special Meeting Proposed 2013-2014 Budget Adoption Public Hearing Wednesday, June 26, 2013 Yankee Springs Township Hall 284 North Briggs Road, Middleville, Michigan 49333 6:30 p.m. MINUTES </p>	<p style="text-align: center;"> FINAL MINUTES Approved July 11, 2013 As presented </p>
<p>Meeting called to order at 6:35 PM by Supervisor Mark Englerth.</p> <p>Roll Call: Jerkatis, J. Lippert, Englerth, M. Cook. (4 present) Absent: Campbell (called)- joined the meeting at 6:43 p.m.</p> <p>PLEDGE OF ALLEGIANCE:</p> <p>Staff Present: A. Jansma, Jim Orr, Constable, Larry Knowles, ZA, Frank Fiala.</p> <p>Visitors: (2) Not including staff present.</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p> <p>PLEDGE</p>
<p>ADDITIONS OR CORRECTIONS TO AGENDA:</p> <p>J. Lippert requested the approval of minutes of the June 13, 2013 Bd. of Trustees meeting and the Budget Workshop minutes of June 18 to be approved at the July 11, 2013 Regular Board of Trustees meeting.</p> <p>Add: Approval of ZBA candidate (of 4 total candidates) to <u>Other Such Business</u>.</p> <p>Add: Payment of P/R and MTA payable to agenda.</p> <p>Add: Per request of Jerkatis – resolution to rescind 1% administrative fees to property tax and waive penalty between Feb. 15 and Feb. 28, 2014.</p> <p>Change: Road Resolutions to <u>after</u> budget items.</p>	<p>ADDITIONS OR CORRECTIONS TO AGENDA</p>
<p>OPENING OF PUBLIC HEARING:</p> <p>Motion made by M. Cook to open meeting to a public meeting and public hearing of the Fiscal Year Proposed Budget of 2013-2014 Budgets. Support by J. Lippert. All Ayes. MOTION CARRIED.</p>	<p>OPENING OF PUBLIC MEETING</p> <p>Motion to open public hearing.</p> <p>Page 1 of 8 YST Bd Trustees/Prop. Budget Adopt. 6-26-13</p>

<p>READING OF PUBLIC MEETING NOTICE:</p> <p>J. Lippert read the Public Hearing notice as published.</p>	<p>READING OF PUBLIC MEETING NOTICE:</p>
<p>PUBLIC COMMENT: None</p>	<p>PUBLIC COMMENT</p>
<p>CLOSING OF PUBLIC HEARING</p> <p>With no Public Comment made, motion was made by M. Cook with support from J. Lippert to close the Public Hearing. All ayes. MOTION CARRIED.</p> <p>*Please Note: At 6:43, B. Campbell, Trustee, joined the meeting.</p>	<p>CLOSING OF PUBLIC HEARING</p> <p>Motion to <u>close public hearing</u>. Motion Carried.</p>
<p>APPROVAL OF 2013 TAX RATE L-4029</p> <p>Motion by M. Cook with support from Jerkatis to accept L-4029 tax rate request for the amount of 1.3957 mills. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.</p>	<p>APPROVAL OF 2013 TAX RATE L-4029</p>
<p><u>RESOLUTION NO. 06-26-13-A: YANKEE SPRINGS TWP. PROJECTED BUDGET 2013-14 General Fund 101</u></p> <p>Motion by M. Cook with support from J. Lippert to approve and accept <u>RESOLUTION NO. 06-26-13-A: YANKEE SPRINGS TWP. PROJECTED BUDGET 2013-14 General Fund 101</u> with projected revenues of \$797,700 and Total Expenses of \$1,076,864. <u>Roll Call:</u> Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.</p>	<p><u>RESOLUTION NO. 06-29-13-A: YANKEE SPRINGS TWP. PROJECTED BUDGET 2013-14 General Fund 101</u></p> <p>RESOLUTION #06-29-13-A – ADOPTED.</p>
<p><u>RESOLUTION NO. 06-26-13 Admendments for 2013-14:</u></p> <p>Motion by M. Cook with support from J. Lippert to move Fire Station Operation Fund from 102 to 101-336. <u>Roll Call:</u> Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.</p> <p>Motion by J. Lippert with support from M. Cook to approve 103 account for YST Fire Equipment Fund. <u>Roll Call:</u> Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.</p>	<p>Motion to <u>move Fire Equipment Operation Fund from 102 to 101-336</u>. Motion Carried.</p> <p>Motion to <u>approve Fire Equipment Fund 103 acct</u>. Motion Carried.</p> <p>Page 2 of 8 YST Bd Trustees/Prop. Budget Adopt. 6-26-13</p>

RESOLUTION NO. 06-26-13 Amendments for 2013-14:

Cont'd

Motion by J. Lippert with support from M. Cook to approve **Liquor Control Fund Account 302**. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by M. Cook with support from J. Lippert to allow **Township Park fund be moved to General Fund 101-800**, Revenue -0-, Expenses \$10,050. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by M. Cook with support Campbell to approve **Special Assessments Account 202** ~ * New assessments will be added to December tax roll. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

RESOLUTION NO. 06-26-13 Budget Accounts:

Fire Equipment Fund 103:

Motion by M. Cook with support from Campbell to approve the Fire Equipment Fund 103 to reflect a transfer of \$51,500 with a capital outlay of \$5,000. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Special Assessment Fund 202:

Motion by J. Lippert with support from M. Cook to accept and approve YS Twp. 2013-14 Special Assessments 202 Total Revenue amount of \$23,200 and Expenditures of \$27,500. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Liquor Control Fund:

Motion by J. Lippert with support from M. Cook to accept and approve YS Twp. 2013-14 Liquor Control Fund 302 Revenue amount of \$2,200 and Expenditures of \$1,700. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

RESOLUTION NO. 06-26-

13 Amendments for 2013-14: Cont'd

Motion to approve **Liquor Control Fund Account 302**.
Motion Carried.

Motion to allow **Township Park fund be moved to General Fund 101-800**.
Motion Carried.

Motion to approve **Special Assessments Account 202**.
Motion Carried.

RESOLUTION NO. 06-26-

13 Budget Accounts

Motion to accept and approve **Fire Equipment Fund 103 Transfer and Capital Outlay**.
Motion Carried.

Motion to accept and approve **Special Assessment Fund 202 Total Revenue and Expenditures**.
Motion Carried.

Motion to accept and approve **Liquor Control Fund 302 Total Revenue and Total Expenditures**.
Motion Carried.

RESOLUTION NO. 06-26-13 Budget Accounts for 2013-14: cont'd

Veterans Memorial Fund:

Motion by J. Lippert with support from M. Cook to accept and approve Veteran's Memorial Fund Total Revenue amount of \$10,000 and Expenditures of \$9,500. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by J. Lippert with support from Campbell to approve the Veterans Memorial Fund 2012/13 amount of Revenue as \$2,620.03 (amended from \$2,623.00 because interest was \$.03 not \$3.00). Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

RESOLUTION #06-26-13-A: SALARY RESOLUTIONS PERTAINING TO INDIVIDUAL ELECTED OFFICIALS:

It was noted that no elected official received an increase this year.

Motion made by M. Cook with support from Campbell to adopt 2013-14 Salary Resolution for Supervisor at the yearly amount of \$23,408.00, (Resolution No. 06-26-13 A: Supervisor). Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion made by M. Cook with support from Campbell to adopt 2013-14 Salary Resolution 06-26-13-A: Clerk -for the position of Clerk for the amount of \$24,764.00. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion made by M. Cook with support from Campbell to adopt 2013-14 Salary Resolution No. 06-26-13-A: Treasurer at the yearly amount of \$21,396.00 with SET Treasurer Salary at \$3,312.00. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by M. Cook with support from Jerkatis to adopt 2013-14 Salary Resolution 06-26-13 A: Trustee the yearly amount of \$3,905.00 paid monthly at \$325.00. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

RESOLUTION NO. 06-26-13 Budget Accounts for 2013-14: cont'd

Veterans Memorial Fund

Motion to accept and approve Veterans Mem. Fund Total Revenue and Total Expenditures. Motion Carried.

Motion to approve the Veterans Memorial Fund 2012/13 amount of Revenue as \$2,620.03. Motion Carried.

RESOLUTION #06-26-13-A: SALARY RESOLUTIONS PERTAINING TO INDIVIDUAL ELECTED OFFICIALS

Motion to adopt Salary Resolution 06-26-13 A: Supervisor. Motion carried.

Motion to adopt Salary Resolution: 06-26-13 A: Clerk. Motion carried.

Motion to adopt Resolution: 06-26-13 A: Treasurer. Motion carried.

Motion to adopt Resolution: 06-26-13 A: Trustee. Motion carried.

**RESOLUTION #06-26-13-A: SALARY RESOLUTIONS
PERTAINING TO INDIVIDUAL ELECTED OFFICIALS
(continued)**

Motion by M. Cook with support from Campbell to adopt **2013-14 Salary Resolution No. 06-26-13 A: Constable/Liquor Inspector** at the amount of \$62.75 per meeting and \$144.35 monthly. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

SALARY RESOLUTION No. 06-26-13 B: Salary Schedule for Appointees and Hourly Employees for Fiscal Year 2013-2014.

Discussion took place regarding additional help needed in addition to administrative assistant hours of Alice Jansma, (please see minutes of June 18, 2013 Budget Workshop). M. Cook mentioned changes in the Zoning office has allowed for (freed up) additional funds. John Jerkatis was concerned regarding having a position in place and what if that person was not there the following year. Jerkatis felt it was presumptuous to approve at this point.

Please see **attached Salary Schedule for Appointees and Hourly Employees by Department description for Fiscal Year 2013-2014.**

Motion by M. Cook with support from Campbell to adopt **Resolution No. 06-26-13-B: Salary Schedule for Appointees and Hourly Employees** as presented with up to 16 hours maximum weekly for Supervisor's Adm. Assistant and up to 8 hours maximum weekly for Other Employee Hours (Supervisor). Roll Call: Jerkatis: no, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 4, No: 1. MOTION CARRIED.

ROAD RESOLUTIONS:

Motion by M. Cook with support from Jerkatis to approve Resolution #06-26-13 Barry County Road Commission Pavement Marking for \$6,480.00. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by M. Cook with support from Campbell to approve Resolution #06-26-13 2013 Road Repairs/ Slag Seal & Crack Seal for the amount of \$120,530. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

**RESOLUTION #06-26-13 A:
SALARY RESOLUTIONS
PERTAINING TO
INDIVIDUAL ELECTED
OFFICIALS**

Motion to adopt **Resolution: 06-26-13 A: Constable and Liquor Control Inspector.** Motion carried.

**SALARY RESOLUTION
No. 06-26-13 B: Salary
Schedule for Appointees
and Hourly Employees
for Fiscal Year 2013-14.**

Motion to adopt Salary Schedule for **Appointees, Salary, and Hourly Employees for Fiscal Year 2013-14.** **Resolution No. 06-26-13 B.** Motion Carried.

ROAD RESOLUTIONS

Motion to approve Resolution #06-26-13 Barry County Road Commission Pavement Marking for \$6,480.00. Motion Carried.

Motion to approve Resolution #06-26-13 2013 Road Repairs/ Slag Seal & Crack Seal for the amount of \$120,530. Motion Carried.

PUBLIC COMMENT: None.

PAYMENT OF BILLS:

Motion by M. Cook with support from Jerkatis to pay MTA membership dues as well as payroll and withholding. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

OTHER SUCH BUSINESS:

After discussing the qualifications of four very capable candidates, motion was made to select Al Schwennesen to the ZBA.

Motion by Englerth with support from M. Cook to approve Al Schwennesen as new ZBA member. All ayes. MOTION CARRIED.

John Jerkatis re-introduced his resolution to rescind the administrative fee and waive the penalty from Feb. 15 – Feb. 28 on the property tax roll. He commented that there is a fund surplus of three to four months without any revenue coming in. Jerkatis feels that the township should let the taxpayers keep a few dollars in their wallets. Jerkatis commented that many taxpayers have been loyal and gave when needed in the past. M. Cook mentioned that she foresees that her support for this for several years will come to an end. M. Cook feels the township's problems will become more expensive. She may have to change her vote next year. M. Cook commented that it would only take one big item/issue to take away the surplus.

Motion by Jerkatis with support from Cook to rescind the 1% administrative fee and waive the 3% penalty from February 15, 2014 to February 28, 2014 for the property tax roll. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: no, M. Cook: yes, Campbell: yes. Yes: 4, No: 1. MOTION CARRIED.

Cuddy Drain: A meeting will take place Friday, June 28, 2013 at 1:00 p.m. at the Township Hall. Wayland's petition is moving this project forward, so YS Twp. has to react soon.

Gun Lake Improvement Board: M. Englerth commented that he feels it is the Supervisor's role to serve on this board. The next meeting is July 13th from 10:00 a.m. to 12 noon. Jerkatis mentioned that when items come up under "Other Such Business", he and other board members are not always able to prepare for them.

(None)

Motion to pay MTA membership dues as well as payroll and withholding. MOTION CARRIED.

OTHER SUCH BUSINESS:

Motion by Englerth with support from M. Cook to approve Al Schwennesen as new ZBA member. All ayes. MOTION CARRIED.

Motion to rescind the 1% administrative fee and waive the 3% penalty from February 15, 2014 to February 28, 2014 for the property tax roll. MOTION CARRIED.

OTHER SUCH BUSINESS: cont'd

Motion by Jerkatis with support from M. Cook to table appointment of Mark Englerth to the Gun Lake Improvement Board. All ayes. MOTION CARRIED.

Office Closed: The Twp. office will be closed on Thursday and Friday, July 4th and 5th.

Server to be installed in Township office on Tuesday, July 16. There will not be access to the computer at the time of installation.

MTA Conference on Cemetery Management and Accounting and Payroll will take place on July 22 & 23 at \$158 both days (Early bird rate). Jan Lippert and Alice Jansma would like to attend.

Motion by M. Cook with support from Campbell to allow up to \$330 for A. Jansma and J. Lippert to attend the MTA Conference (July 22 & 23). Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Red Cross Blood Drive at Fire Station: July 5 from 12 noon to 5:45 p.m.

Gun Lake Fireworks: Saturday, July 6. Rain date will be July 7.

Veterans Memorial Clearing of Future Site: June 29 & 30, Saturday and Sunday will be the days for this volunteer opportunity.

Payne Lake Water Level: Frank Fiala commented that water level at Payne Lake is about 1 to 2 feet higher in past few years. Barlow lake is 20 feet higher and Cobb is 18 feet higher (elevation-wise). Payne Lake would like to talk with Gun Lake about a project. After a rainfall, the water is often over seawalls on Lynn Drive. Tubes are narrowing on DNR property. It was noted that Payne Lake is part of the Gun Lake Watershed.

Casino Revenue Distribution: will occur on Wednesday, July 17th.

Alice Jansma suggested a **quarterly look at the budget** as the budget year progresses. A. Jansma also commented that the **Capital Improvement Fund** needs to be done soon.

OTHER SUCH BUSINESS: cont'd

Motion to table appt. of M. Englerth to Gun Lake Improvement Board. Motion Carried.

Motion to allow up to \$330 for Alice and Jan to attend the MTA Conference (July 22 & 23). MOTION CARRIED.

OTHER SUCH BUSINESS: cont'd

M. Englerth mentioned that there are **water tower issues (with wireless providers)**. Notification by cell phone companies must be made to the Township. Jerkatis requested a copy of the contract and all board members to be copied as well.

PLEASE NOTE: ALL RESOLUTIONS AND AFFILIATED DOCUMENTATION PERTAINING TO THIS MEETING ARE ATTACHED TO MINUTES.

ADJOURNMENT

Motion by M. Cook with support from M. Englerth to adjourn meeting at 8:34 p.m. **MOTION CARRIED.**

Respectfully submitted:
Deb Mousseau
Recording Secretary
7-2-13

Approved: _____
By: Janice C. Lippert, Clerk

Date: _____

Final Approval of Minutes: July 11, 2013

OTHER SUCH BUSINESS: cont'd

ADJOURNMENT

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