

<p style="text-align: center;">YANKEE SPRINGS TOWNSHIP <u>BOARD OF TRUSTEES Regular Meeting</u> Thursday, June 10, 2021 6:00 pm Yankee Springs Township Hall 284 N. Briggs Rd., Middleville, Michigan 49333 MINUTES</p>	<p style="text-align: center;">FINAL MINUTES Page 1 of 7 YS Board of Trustees – Regular Meeting June 10, 2021</p>
<p>Meeting called to order at 6:00 PM by Supervisor Rob Heethuis</p> <p>PLEDGE OF ALLEGIANCE</p> <p>INVOCATION</p> <p>Roll Call: Present: Dave VanHouten, Rob Heethuis, Larry Knowles, Deb Mousseau, Mike Cunningham (All Present)</p> <p>Staff Present: Sandy Marcukaitis, Frank Fiala, Alice Jansma, Brad Williams, Shana Bush, Rich Beukema, Dennis Buist, Lee Kooistra</p> <p>Visitors: 18</p>	<p>CALL TO ORDER</p> <p>PLEDGE OF ALLEGIANCE</p> <p>INVOCATION</p> <p>ROLL CALL</p>
<p><u>ADDITIONS/CHANGES TO AGENDA:</u></p> <p><u>Motion by Cunningham with support from Knowles to accept the agenda as written. Roll Call Vote:</u> Mousseau: yes; Heethuis: yes; Cunningham: yes; VanHouten: yes; Knowles: yes.</p> <p>Yes: 5, No: 0. MOTION CARRIED</p>	<p>ADDITIONS/CHANGES TO AGENDA</p>
<p><u>APPROVAL OF CONSENT AGENDA:</u></p> <ul style="list-style-type: none"> • Board Minutes: 5/13/2021 BOT Meeting, 5/13/2021 Special BOT Meeting and 5/26/2021 Special BOT Meeting • May Accounts Payable: Checks #916341 through #916385; total amount: \$36,538.35 • May 11 & 28, 2021 Payroll Checks # 6994 through #7015 = \$12,849.14 net amount. Check #6994 replaced voided lost check #6975 for \$17.83 from April. May 2021 Fed P/R withholding \$3,330.80. <p><u>Motion by Mousseau with support from Cunningham to approve the consent agenda as written. Roll Call Vote:</u> VanHouten: yes; Mousseau: yes; Knowles: yes; Heethuis: yes; Cunningham: yes.</p> <p>Yes: 5, No: 0. MOTION CARRIED</p>	<p>MOTION TO APPROVE CONSENT AGENDA</p>
<p><u>PUBLIC COMMENT:</u> (Limit 3 minutes) None.</p>	<p>PUBLIC COMMENT</p>

TREASURER'S REPORT: By Deb Mousseau, Treasurer

- May 2021 Financial Statement and Investment report were reviewed.

Motion by Heethuis with support from Knowles to accept Treasurer's Report as presented.

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

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

Motion by Mousseau with support from Cunningham to adopt Budget Amendment #3 of the General Fund Budget Resolution 06-01-21 to amend Yankee Springs Township General

Fund-101-Revenue to raise the revenue amount to \$1,503,300.00. **Roll Call Vote:** Knowles: yes; VanHouten: yes; Heethuis: yes; Mousseau: yes; Cunningham: yes.

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

Motion by Mousseau with support from Cunningham to adopt Budget Amendment #3 of the General Fund Budget Resolution 06-02-21 to amend Yankee Springs Township General

Fund-101-Expenditures to increase the expenditure amount to \$1,503,300.00. **Roll Call Vote:** Cunningham: yes; Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes.

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

Motion by Heethuis with support from Mousseau to adopt Budget Amendment #3 of the Fire Equipment Purchase Fund 103 – Resolution #6-3-21 to amend Yankee Springs Township

Fire Equipment Purchase Fund 103 Revenue to \$56,500.00 and Expenditures to \$56,500.00. **Roll Call Vote:** Knowles: yes; Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.

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

Motion by Knowles with support from Heethuis to adopt Budget Amendment #3 of the Special Assessments Weeds Fund 202-Resolution #6-4-21 to amend the Yankee Springs

Township Special Assessment Weeds Fund 202 Revenue to \$38,000.00 and Expenditures to \$38,000.00. **Roll Call Vote:** Cunningham: yes; VanHouten: yes; Knowles: yes; Heethuis: yes; Mousseau: yes.

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

Motion by VanHouten with support from Heethuis to adopt Budget Amendment #3 of the Veteran's Memorial Fund-208 Resolution #6-5-21 to amend Yankee Springs Township

Veteran's Memorial Fund 208 Revenue to \$16,501.00 and Expenditures to \$5,000.00. **Roll Call Vote:** VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes.

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

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TREASURERS REPORT

MOTION TO ACCEPT
TREASURERS REPORT

MOTION TO AMEND
YST GENERAL FUND
101 REVENUE BUDGET

MOTION TO AMEND
YST GENERAL FUND
101 EXPENDITURES
BUDGET

MOTION TO AMEND
YST FIRE EQUIPMENT
PURCHASE FUND
BUDGET

MOTION TO AMEND
YST SPECIAL
ASSESSMENT WEEDS
FUND BUDGET

MOTION TO AMEND
YST VETERAN'S
MEMORIAL FUND
BUDGET

Motion by Heethuis with support from Knowles to adopt Budget Amendment #3 of the Liquor License Fund 302 Resolution #6-6-21 to amend Yankee Springs Township Liquor License Fund 302 Revenue to \$3,100.00 and Expenditures to \$2,900.00. Roll Call Vote: Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; VanHouten: yes.

Motion by Mousseau with support from Cunningham to sign a letter of intent with Siegfried Crandall for an audit to be performed for the fiscal year ending June 30, 2021, not to exceed \$9,900.00. Roll Call Vote: Cunningham: yes; VanHouten: yes; Mousseau: yes; Heethuis: yes; Knowles: yes.

Yes: 5, No: 0. MOTION CARRIED

- American Rescue Plan update: The Township has not received the guidelines from the state. Once they are received, the township will apply to receive the funds.

CLERK'S REPORT: By Mike Cunningham, Clerk

- The current invoice register through 6/9/21 is \$50,464.52.

Motion by Cunningham with support from Mousseau to approve the current invoice register. Roll Call Vote: Cunningham: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes.

Yes: 5, No: 0. MOTION CARRIED

- Workers' Compensation Insurance Renewal included in the packet for informational purposes.
- Water Tower Cell Site Lease Offer:
 - Two offers have been made by Symphony Wireless to the township to buy out the current water tower lease.
 - The township attorney recommended not to accept the offer.

Motion by Knowles with support from VanHouten to deny the offers. Roll Call Vote: Knowles: yes; Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.

Yes: 5, No: 0. MOTION CARRIED.

- New office receptionist Deb McKenna has been hired and started this week.
- Robbins Cemetery update: The surveyor and sexton made the decision to move the cross road for traffic and ease of equipment moving. It is now complete and the sexton will be able to mark out for grave sites by July 1st so the Township will be contacting residents who are on the waiting list to purchase lots.

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MOTION TO AMEND
YST SPECIAL LIQUOR
LICENSE FUND
BUDGET

MOTION TO SIGN
LETTER OF INTENT
FOR AUDIT

CLERK'S REPORT

MOTION TO APPROVE
CURRENT INVOICE
REGISTER

MOTION TO DENY
OFFERS FOR WATER
TOWER CELL SITE
LEASE

Gun Lake Improvement Board: No report available yet but there will be a special assessment hearing on June 19 at the Gun Lake Chapel on Patterson Road for the aquatic plant weed control matter.

COMMITTEE REPORTS:

Park Committee

- Update on the park maintenance position: Has not been filled yet.
- Status update on the items approved for purchase at the April 8 BOT meeting: The signs have been ordered. \$765.08 in soccer equipment and \$823.89 in baseball equipment has been ordered for a total of \$1,588.97.
- Chuck Shira from the Parks Committee: Request to have the non-motorized trail project plan completed by Prein&Newhof re-estimated at a cost of \$975. The original study was on the north side and the new request will be on the south side of M179. The committee feels it is a safety issue and will provide an opportunity for people to walk, roller blade, bike, etc. safely and will allow better access to businesses and to the state park.

Motion by Heethuis with support from Knowles to spend \$975 of our trail assigned money to have Prein&Newhof update the trail estimate.

Discussion: How soon would the Park Committee expect this project to actually be undertaken? The committee hopes to be able to raise money to pay for it but feels it is necessary to have an accurate proposal in order to solicit funding, grants, etc. The original estimate was done in 2015 so it is expected that the cost may have increased. Discussion as to whether it's a good idea to spend the money to update the plans prior to having money raised to put in the trails. **Roll Call Vote:** VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: no; Knowles: yes.

Yes: 4, No: 1. **MOTION CARRIED**

Zoning Board of Appeals Report

- There were two requests for relief from lakefront setback requirements which were approved.

Planning Commission Report

- Heard a request for an SEU for guest quarters on Oakleigh which was passed.
- A lot of discussion took place regarding the Master Citizens accreditation class which just ended today. Several people from the Township participated.

**PARK COMMITTEE
REPORT**

**MOTION TO SPEND \$975
FROM THE PARK
COMMITTEE ASSIGNED
MONEY**

ZBA REPORT

PC REPORT

Fire/EMS Committee

- The building is under attack from termites. Inspection is being done to make sure they were eradicated and then repairs will need to be made once that's confirmed.
- May 2021 Yankee Springs Township Fire/Emergency Medical Responses reviewed.
- Number of firefighters is being retained.
- A heartfelt thank you note was received from the McBride family to the Fire Department and shared with the meeting.
- Firefighters will have a breakfast July 3 7:00 AM to 10:30 AM. All by donations.
- Joe Miller will be retiring as Fire Chief effective in July. He will remain on the Fire Department until January 1, 2022, which will be 50 years on the force.

Water Advisory Committee

- June 1 meeting and GLASWA draft minutes for June 2021 in packet
- Greg Purcell: introduced the Water Utility Board members Alice Jansma, Rich Beukema, Mike Peiffer.
- Water Services Contract expired in 2018. The contract has been reviewed by the committee and bringing it to the Board with a recommendation that the Board renew the contract with some updates included.

Motion by Heethuis with support from VanHouten to adopt a resolution to approve the Water Services Contract 7/1/2021 through 6/30/2025; Resolution #6-7-21. Roll Call Vote:

Cunningham: yes; Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes.

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

Motion by Knowles with support from Cunningham to adopt Resolution #06-08-21 to establish new water permit and connection fee of \$4,000 as presented without the annual increase of 5% (section D). Roll Call Vote: VanHouten: yes; Mousseau: yes; Knowles: yes; Heethuis: yes; Cunningham: yes.

Heethuis: yes; Cunningham: yes.

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

- Greg brought the committee's budget recommendations to the Board but suggested that the board include the Water System budget in the review and approval process for the entire Township budget rather than passing a separate budget amendment today.
- The board decided to review at the upcoming Township budget meeting.

Veterans Committee Report

- The area around the memorial has been cleaned up and the base covered.
- There will be marble coming in to cover the top and the flags and lights will be put in. The side facing M179 will be sandblasted and the approved verbiage added.
- The masonry and excavating services were donated.

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FIRE/EMS REPORT

WATER ADVISORY REPORT

MOTION TO APPROVE WATER SERVICES CONTRACT

MOTION TO APPROVE NEW WATER CONNECTION FEES

VETERANS COMMITTEE REPORT

ACKNOWLEDGEMENT OF VISITORS:

Catherine Getty: County update: Contract was awarded for a recycling coordinator with the Barry Conservation District; approved the equalization rates for summer taxes; established a committee to look at the ARPA funds that are coming into the County to understand how the funds can be used and be prepared to receive the funds. The broadband committee is meeting regularly and trying to get a handle on unserved and underserved areas in the County. Met with the West Michigan Regional Planning Commission. Work continues with Barry County Parks & Rec committee working on connecting the Paul Henry Trail and the Thornapple Trail. There is a lot of evidence that trails are an economic development tool and that they enhance the local economies in which they traverse. The trail plan would also include smaller trails throughout the county. Across the county it has been a high priority and the communities have been very supportive.

BOARD ACTION ITEMS:

When the renewal was approved it was noted that the replacement cost of the fire equipment needed to be updated. This resulted in an additional premium of \$2,634.

Motion by Cunningham with support from Van Houten to approve the 2021/2022 insurance premium increase of \$2,634. Roll Call Vote: Cunningham: yes; VanHouten: yes; Knowles: yes; Heethuis: yes; Mousseau: yes.

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

- Buoy installation update: There were a few issues with the installation which are going to be rectified on Saturday, June 12.
- Office renovation update:
 - At the May special meeting it was decided that Cunningham and Heethuis would contact Fleis and Vandenbrink to update the original plans and to provide two new proposed designs: one would be a scaled down version of the original plan and the other a “flip-flop” plan switching the meeting hall space and the office space.
 - Today’s cost would be \$1,200,000 for the plans developed in 2019. (33.6% increase)
 - Renovating just the office without the hall would be \$883,000.
 - New designs will be coming toward the end of June so the committee is planning to meet in July to review.
- Blood drive: Another blood drive is scheduled for Wed., June 30 2:30 PM to 6:30 PM at the Yankee Springs Township Fire Station.
- The Yankee Springs Fire Station is hosting a pancake breakfast July 3 from 7:00 AM to 10:30 AM. Donations will be accepted.

ACKNOWLEDGEMENT OF VISITORS

MOTION TO APPROVE 2021/2022 INSURANCE RENEWAL PREMIUM INCREASE

PUBLIC COMMENT: (Limit 3 minutes)

Greg Purcell: He has been designated to interface with area directors for the Gun Lake Protective Association and shared some results of a survey that was done. The survey ranked trails almost 8 out of 10 (with 10 being the highest rank) in order of importance. A report of the survey results will be available June 14.

Frank Fiala: Chuck Biggs is being recognized for 50 years of service in the Township tonight. Frank mentioned a few of the key achievements that were accomplished by Chuck and the group that served with him.

BOARD COMMENT:

VanHouten: Mentioned that a Boy Scout attended last year as part of a merit badge and it may be a good idea to invite young people to be part of the meetings, lead the pledge, etc. Also brought up that there have been a lot of turtles moving around in the township. Wondered if there's an opportunity for donations with regard to the hall renovation project.

Knowles: Thanked the boards and committees.

Mousseau: Thanked Chuck for 50 years of service and thanked Alice and Sandy for purchasing and serving the refreshments. Also thanked Mike for the power point presentation and thanked everyone for coming to the meeting.

Cunningham: Thanked Chuck for his service. Mentioned the letter that was received thanking Sandy and Dan Miller at the Fire Station for their part in the last blood drive. Thanked Sandy for her hard work and encouraged participation in the Blood Drive.

Heethuis: Shared some information provided by Chuck Brigg's daughter about Chuck and his family and their history in this area.

ADJOURNMENT:

Motion by Mousseau with support from Cunningham to adjourn meeting at 7:36 PM.
Approved by all. Motion Carried.

Approved by: _____ Date: _____
Michael S. Cunningham, Township Clerk

Respectfully submitted by:
Betsy Frigmanski, Recording Secretary
June 15, 202

PUBLIC COMMENT

BOARD COMMENT

ADJOURNMENT