

**YANKEE SPRINGS TOWNSHIP  
Joint Meeting  
BOARD OF TRUSTEES /  
PLANNING COMMISSION /  
ZONING BOARD OF APPEALS**

**Wednesday, January 26, 2022  
6:00 pm  
Yankee Springs Township Hall  
284 N. Briggs Rd., Middleville, Michigan 49333  
MINUTES**

**MINUTES  
Page 1 of 5  
Yankee Springs Joint  
Meeting  
BOT/PC/ZBA  
January 26, 2022**

Meeting called to order at 6:00 PM by Supervisor Rob Heethuis

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**Roll Call:**

Board of Trustees: Mike Cunningham, Rob Heethuis, Larry Knowles, Dave VanHouten, Deb Mousseau (All Present)

Planning Commission: Rich Beukema, Shana Bush, Frank Fiala, John Frigmanski, Karen Kennedy, Larry Knowles, Lee Kooistra (All Present)

Zoning Board of Appeals: Ron Heilman, John Frigmanski, Dave VanHouten, Jake Welch (All Present). Absent: John Jerkatis, Bill Stoub, Mike Boysen

**Staff Present:** Sandy Marcukaitis, Brad Williams, Dennis Buist

**Visitors:** 5

**ADDITIONS/CHANGES TO AGENDA:**

**Motion by Heethuis with support from Cunningham to accept the agenda. Roll Call Vote:**  
*Cunningham: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes.*

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

**ACKNOWLEDGEMENT OF VISITORS:**

**Eric Thompson, PCI:** He has taken over ownership of PCI and doesn't have as much time for the zoning responsibilities. He will be transitioning some duties over to Mark Thompson.

**Mark Thompson, PCI:** Mark started with PCI a couple years ago. He was previously an electrical inspector and is now taking over zoning responsibilities with residential site plans reviews, applications etc. and preparing materials for zoning and planning commission under Eric's supervision. Working to keep the integrity of the code and zoning. He is a resident of

**PLEDGE OF  
ALLEGIANCE**

**INVOCATION**

**ROLL CALL**

**MOTION TO ACCEPT  
THE AGENDA**

**ACKNOWLEDGEMENT  
OF VISITORS**

Yankee Springs Township.

**PCI Year End Report:**

- 110 building permits issued in 2021.
- \$11,267,767 in construction value cumulative for those projects.
- This puts Yankee Springs in the number two spot for the county.
- 2022 looks like it will be another tremendous year for the township.
- 20 new house starts this year.

**PUBLIC COMMENT**

**PUBLIC COMMENT:** (Limit 3 minutes)

**Catherine Getty** (YST resident): Expressed her happiness with the accomplishments of the board, the teamwork, etc.

**ANNUAL REPORT  
BOARD OF TRUSTEES**

**Annual Report: Board of Trustees**

- Supervisor Heethuis highlighted some of the accomplishments over the past year: (see attached list)
- Code Enforcement Report by Brad Williams
  - The numbers were similar to 2020. 50 complaints made overall. No tickets or court involvement were needed – all were resolved through verbal communications and voluntary compliance.
  - Complaint log is attached to minutes.
  - There have been some new duties assigned to the Code Enforcement Officer:
    - Short term rentals (16) with 5 complaints.
    - 5 inspections for fence permits.
- 2022 plans (see attached list)
  - Included two items assigned to the Planning Commission:
    - Update the planning and zoning fee structure
    - Create and adopt a township wide littering and dumping ordinance

**ANNUAL REPORT  
ZONING BOARD OF  
APPEALS**

**Annual Report: Zoning Board of Appeals.**

- Chairperson Welch reviewed the accomplishments of 2021.
  - Purpose of the ZBA is mostly to conduct work “as needed”.
  - See attached report – includes cases that were heard during 2021.
- 2022 objectives (see list)
- Discussion of updated ZBA request for variance form:
  - These are the changes recommended by the ZBA; discussed if these changes need approval by the BOT.
  - Most of the changes are adding clarification from the ordinance.
    - The property staking is not part of the ordinance.
    - The 30 days after completion may not be covered by the ordinance.

- If these changes are approved, then the ordinance may need to be adjusted to include these items.
- The Board will not make a decision tonight.
- PCI is going to start to do “zoning only” inspections to verify appropriate setbacks.
- The BOT is asking the PC to look at the ordinance compliance with the form.

ANNUAL REPORT  
PLANNING  
COMMISSION

**Annual Report: Planning Commission.**

- 16 meetings held in 2021.
- See list of accomplishments.
- Discussion took place regarding sign requirements (specifically at M179 and Patterson intersection). It does require a SEU request to put up additional signs there.
- 2022 plans were reviewed (see attached).
- 2021-2027 Capital Improvement Plan.
- Discussion led by Fiala about these issues:
  - Advocacy for variance applicants.
  - The possibility of having PCI staff available for designated office hours in Yankee Springs.
  - Whether the staffing report should be done by the zoning administrator or by the planner (Rebecca).
    - If Mark from PCI is attending meetings, he will understand what the ZBA is working on.
    - This could be a better choice than having the Planner (Rebecca) as she is looking further out (big picture).
    - PCI is more local directed where Rebecca is more suited to the master plan.
  - With regard to PCI staff or Planner, each meeting will be by invitation rather than generally expected attendance.
  - This can be handled by the PC.
- Capital Improvement Plan:
  - Covers a six-year period
  - Required because the township has public sewer and water.
  - The MTA would like the township board to have a vision/mission statement.
  - Beneath this are the goals that would like to be accomplished over the next few years.
    - Very beneficial that each of these items has an elected official assigned to work on them.
    - These are the recommendations of the PC, not dictating the actions of the board.
    - Reviewed funding for township, in particular for township roads and if there may be a need for an additional road millage in the future.

TRAINING

**Training:**

- There are many sources for training (see attached list).
- All have different registration methods and requirements.
- If an individual asks for the Township clerk to do the registration the log in information will often be sent to him so be sure to follow up to get the necessary information.
- The township wants everyone to take advantage of the training that is available.

- Shared upcoming events being put on by the Michigan Association of Planning.
- Most are virtual but there will be two in-person classes March 16 in Frankenmuth.
- Renewal for MTA premium pass will be due in February if the Board decides that the premium membership is a worthwhile purchase.
- Community members can also be sources of valuable training.

**PUBLIC COMMENT**

**Public Comment:**

Ron Helman: Great job to everyone who put together this year's packet. Very complete.

John Frigmanski: Appreciate everyone being here and the direction given to the PC.

Rich Beukema: Has been working with the township for over 20 years and agrees that the current board is like a "breath of fresh air".

Lee Kooistra: He is a new member to the planning commission and learning way more than expected. It couldn't be better.

Karen Kennedy: Agrees with what everyone else said. Learning so much and the last year has been so nice with the cooperation and camaraderie.

Shana Bush: appreciate support and feedback from the BOT. Attendance to meetings is strong and everyone does their job and even if there's not agreement, they find common ground so the last year has been a great year.

Frank Fiala: Hard work on the CIP and thanks to everyone for a great year and a great meeting.

Brad Williams: no comment.

Eric Thompson: It is refreshing to see the attitude and direction that this board is presenting. Looks forward to being part of the community for a long time to come.

Mark Thompson: Thanked the board for welcoming him.

**BOARD COMMENT**

**Board comment:**

**Mousseau:** She has talked with Alice Jansma and Alice is concerned about the maintenance of the township facilities with the exception of the fire station. She wanted to be sure with the new updates that maintenance is considered, inside and out. Also thanked Mike and his family for all they have done. Deb expressed appreciation to Mike for his hard work on the presentation.

**VanHouten:** This has been the best year with the township board. ZBA doing a really good job and being consistent in applying the rules. Information from Planning Commission is very helpful. Rob's leadership is outstanding.

**Knowles:** Talking about the Planning Commission, it has been a joy and they are doing a very nice job. There are disagreements but gets there in the end and does an awesome job. All the committees are working hard and expressed appreciation to Mike and the rest of the Board for the hard work.

**Cunningham:** Likes to see everyone come in to the office, asking questions and picking up

mail. Communication is the most important part of everyone doing a good job. The more people come in and ask questions it is all good and would like to see that even more.

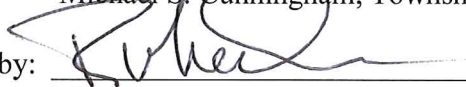
**Heethuis:** Tremendous work ethic of everyone here. A lot to handle this year and handle properly and appreciates everyone's attitude and the way they work. Thank you.

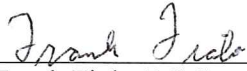
**ADJOURNMENT:**

*Motion by Cunningham with support from Heethuis to adjourn meeting at 7:51 PM.*

*Approved by all. Motion Carried.*

Approved by:  Date: 3/3/2022  
Michael St. Cunningham, Township Clerk

Approved by:  Date: 3/8/2022  
Ron Heilman, ZBA Secretary

Approved by:  Date: 3/3/2022  
Frank Fiala, PC Secretary

ADJOURNMENT

Respectfully submitted by:  
Betsy Frigmanski, Recording Secretary  
January 31, 2022