

YANKEE SPRINGS TOWNSHIP
BOARD OF TRUSTEES Regular Meeting
Thursday, August 12, 2021
6:00 pm
Yankee Springs Township Hall
284 N. Briggs Rd., Middleville, Michigan 49333
MINUTES

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YS Board of Trustees –
Regular Meeting
August 12, 2021

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

PLEDGE OF ALLEGIANCE

INVOCATION

Roll Call: Present: Larry Knowles, Dave VanHouten, Rob Heethuis, Deb Mousseau, Mike Cunningham (All Present)

Staff Present:

Sandy Marcukaitis, Karen Page-Kennedy, Rich Beukema, Lee Kooistra

Visitors: 2

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

ADDITIONS/CHANGES TO AGENDA:

Motion by Cunningham with support from Knowles to add to the agenda a discussion on the BS and A server replacement and snow plow bids. Roll Call Vote: VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes.

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

ADDITIONS/CHANGES TO AGENDA

APPROVAL OF CONSENT AGENDA:

- Board Minutes: 7/8/2021 BOT Meeting
- July Accounts Payable: Checks #916430 through #916484; total amount: \$114,088.07.
- July 30, 2021 Payroll Checks #7038 through #7062 = \$12,422.67 net amount. July 2021 Fed P/R withholding \$3,217.13.

Motion by Knowles with support from Cunningham to approve the consent agenda as written. Roll Call Vote: Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; VanHouten: yes.

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

MOTION TO APPROVE CONSENT AGENDA

ACKNOWLEDGEMENT OF VISITORS

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None

PUBLIC COMMENT: (Limit 3 minutes)

PUBLIC COMMENT

Gloria Medendorp: Read in the July Sun & News that the Board was looking to make changes and additions to the Township Park and had a couple of suggestions: Adding a bathroom (which requires water) and either some additional equipment for little children or a splash pad, since there would be water for the bathrooms. Surprised that the township wants to add pickleball courts when the earlier group who wanted to donate money for pickleball courts was turned away. She expressed her opinion that the township did not handle that well.

TREASURER’S REPORT: By Deb Mousseau, Treasurer

TREASURERS REPORT

- July 2021 Financial Statement and Investment report were reviewed.

Motion by VanHouten with support from Knowles to accept the Treasurer’s Report. Roll Call

**MOTION TO ACCEPT
TREASURERS REPORT**

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

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

- American Rescue Plan update: \$466,508.00 is the amount that the township is expecting to receive at the end of August.
 - Asking the auditors to assist in determining if there was a revenue loss due to COVID as this will determine how the money can be used.
 - Anyone may give input to the Township as to how the ARPA funds are utilized.
 - Cunningham provided a list of possible projects that could be done with this funding.
- Federal Procurement Conflict of Interest Policy: MTA says this policy has to be signed by the Township Board.

Motion by Heethuis with support from Mousseau to accept the Conflict of Interest Policy.

**MOTION TO ADOPT
CONFLICT OF
INTEREST POLICY**

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

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

- Township sent a letter of support for Barry County application to NTIA for broadband
- 2021 L-4029 Millage Rate Request approval needs to be sent to the County.

Motion by Mousseau with support from Cunningham to approve the L-4029 from Barry

**MOTION TO APPROVE
L-4029 MILLAGE RATE
REQUEST**

County as presented. Roll Call Vote: *Cunningham: yes; VanHouten: yes; Knowles: yes; Heethuis: yes; Mousseau: yes.*

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

CLERK'S REPORT: By Mike Cunningham, Clerk

- The current invoice register through 8/6/2021 is \$29,174.14 (includes \$6,873 for postage).

Motion by Heethuis with support from VanHouten to approve the current invoice register.

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

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

- Recycling update: The Township has 3 recycling bins, one is for metal, and the paper gator. The set-up is actually for two bins to be used at a time. The recycling transportation company has been charging for extra trips because recycling use has increased.
 - Possible change: Installation of an additional 12' x 24' concrete slab to handle an additional recycling bin for a cost of approximately \$15,000.
 - Additional possible change, a permanent sign could be installed with the rules and regulations at a lesser cost of approximately \$1,500.
 - It might be time to form a Recycling Committee to help with some of these decisions and the future of providing recycling through the township versus curbside recycling service.

Motion by Cunningham with support from Knowles to put an advertisement in the paper to recruit people to form a committee to do an analysis of recycling and trash needs.

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

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

- Fence Maintenance: Repairs are needed at both the park and the township office as well as a gate needs to be installed to keep basketballs from rolling outside the court. Especially important to wheelchair basketball players.
 - A bid has been received for \$1,105.00 for all of the work at the park and the office.
 - The Board feels that whatever improvements are made need to be wheelchair accessible.
 - This will increase the cost and the time to complete the work.
- BS & A Server: This is used for all accounting functions. The server needs to be replaced as it has failed over the last two weeks and is now dead.
 - Currently the software is running off the main server.
 - Omega Systems will be installing a new server next week at a cost of \$3,844.00 plus \$569.00 for backup.
 - Currently without the backup a week's worth of input had to be redone.

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CLERK'S REPORT

MOTION TO APPROVE
CURRENT INVOICE
REGISTER

MOTION REGARDING
FORMATION OF
RECYCLING AND
TRASH COMMITTEE

- An ad needs to be put in the paper for snowplowing bids so that a selection can be made by the October meeting.

COMMITTEE REPORTS:

Park Committee

- Baseball field equipment: Substantial amounts of equipment are backordered until September and October 2021.
- The music event was outstanding and the yoga has been well attended.
- Memorial benches have been donated to the park but the township had agreed to provide the foundation. TFC Concrete provided a bid of \$1,000 for two concrete slabs.

Motion by Cunningham with support from VanHouten that YST provides appropriately sized concrete slabs for memorial benches donated and accepted by Yankee Springs Township residents. Roll Call Vote: Knowles: yes; Mousseau: yes; Cunningham: yes; VanHouten: yes; Heethuis: yes.

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

- The Park received a Michigan Arbor Day Alliance Tree Planting grant award of \$790.
- Grant request possibility: The Park committee is planning to apply for a Land and Water Conservation Fund grant for the development of land for public outdoor recreation.
- This is a 50% matching grant. The minimum grant would be for a project costing \$60,000 which means \$30,000 would have to come from the park budget. The maximum grant under this program is \$500,000 (for a total project costing \$1,000,000).
- The board should provide guidance on a grant of this size since the matching funds have to be available.

Zoning Board of Appeals Report

- July 13 meeting: A 4 to 1 vote approved a variance for Heritage Bay Drive that involved setback relief.
- Yankee Springs setback measurements are from the eaves rather than the foundation (as is done in other communities) and the Planning Commission is going to look at that.

Planning Commission Report

- July 2021 PCI Report and Complaint Log attached to minutes.

**PARK COMMITTEE
REPORT**

**MOTION TO PROVIDE
CONCRETE SLABS FOR
MEMORIAL BENCHES**

ZBA REPORT

PC REPORT

- July 15 meeting: Tabled a SEU request on M179 to get further information. Will be addressed at the next meeting.
- Formed a CIP committee of Alice Jansma, Larry Knowles, Greg Purcell, Shana Bush, Frank Fiala and Deb Mousseau.
- Road standard worksheet was reviewed and discussions continue.
- Put together a schedule for an SEU request to come in seven days before the meeting.
- PC will hold a public hearing next week for the purpose of removing language in the township ordinance regarding land splits. If this language were removed the less stringent requirement of the state would apply.

FIRE/EMS REPORT

Fire/EMS Committee

- July 2021 Yankee Springs Township Fire/Emergency Medical Responses attached.
- Termite protection has been installed.
- The EMS group did raise the stipend for the people that work for the EMS to compete. They are still well under budget even with the raises.

WATER ADVISORY REPORT

Water Advisory Committee

- GLASWA has made an inquiry about receiving ARPA funds for possible infrastructure improvements.
- July 6 meeting minutes and August 3 meeting draft minutes attached.
- Rate study was completed by Rural Water and findings will be presented to the Water Advisory Board in October.
- Reliability study was completed by Fleis and Vandenbrink and presented to the Water Advisory Board last week.
- Mr. Thall will present the revised ordinance at the next committee meeting.
- PFAS testing has been done on two private wells and the committee is awaiting results.

VETERANS COMMITTEE REPORT

Veterans Committee Report

- Progress update: A few more small bills will be coming in.
- Advertising for the dedication - about \$450 was budgeted for that.
- Sandblasting will be done this month - in time to advertise the dedication ceremony.
- Dedication ceremony will be held September 6 at 10:00 AM.

BOARD ACTION ITEMS:

- At the budget workshop meeting on 6/15/21 a motion was approved that included the Water Advisory Board members in the per diem payment for training.
- The salary resolution that was passed on 6/22/21 did not include the Water

Advisory Board (or any advisory board members), only those board members who are on the payroll

- Per attorney Jacob Eccleston it is possible to pay the Water Advisory Board members but it is not the usual process.
- Knowles clarified that his intention was that the training for the Water Advisory Board should be paid for, but not necessarily to pay the per diem stipend.

Motion by Knowles with support from Cunningham to rescind the Water Advisory Board from the salary resolution to pay a per diem for attending training. Roll Call Vote: Knowles: yes; Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.

**MOTION TO REMOVE
WATER ADVISORY
BOARD FROM PER
DIEM TRAINING
SALARY RESOLUTION**

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

- Office renovation project update:
 - Fleis and Vandenbrink provided revised drawings but it is still the same overall footprint, while the committee was looking for an option with a smaller size.
 - Waiting for another set of drawings for a design with an overall smaller size as well as the "flip flop" design that was requested. "Flip flop" would mean to use the space that is currently the hall for the office space and use the current office space for the hall. It is expected that will be a more expensive option because of improvements needed to the flooring.
 - Renovation committee did meet and reviewed what has been provided so far. Hoping to have more to discuss at the September meeting.
- Township remote meeting attendance discussion
 - Currently the Township Board cannot hold a Zoom meeting unless there is a state of emergency, which we have in place until the end of 2021.
 - Only members who are in active military status can "virtually" attend an in-person meeting once the emergency state has expired.
 - Advisory committees can meet as they want (unless the township board directs them to meet in person).
 - Per Heethuis and Cunningham they do not want members to be part of the meeting quorum unless they are attending in person. Discussion took place regarding the ZBA and Planning Commission meetings and if they should be allowed to have remote participation.
- Next Blood drive is 8/26/2021- Note the date change

PUBLIC COMMENT

PUBLIC COMMENT: (Limit 3 minutes)

Gloria Medendorp: Discussed the news article that mentioned the cracks in the courts at the park. She suggested that there should be research done as to why it has cracked already before the Township pays to have it resurfaced again.

BOARD COMMENT:

Mousseau: With ARPA, we have to look at a system to look at requests (like GLASWA) to list the requests and process it through because there will be a lot more requests coming in.

Cunningham: Mentioned that there is an MTA up north summit in Escanaba September 24 and 25 and he is planning to attend (there is not one scheduled closer to here). Also, there will be an upcoming training in Frankenmuth in October.

VanHouten: Sent an email about skydiving group that will be in town in October and might be available for some type of community event. Take a look and see what you think.

Knowles: None

Heethuis: Very exciting that the Veterans Memorial is being finished and that decisions are being made on other issues.

ADJOURNMENT:

Motion by Cunningham with support from to adjourn meeting at 7:47 PM. Approved by all. Motion Carried.

Approved by:  Date: 9/17/2021
Michael S. Cunningham, Township Clerk

Respectfully submitted by:
Betsy Frigmanski, Recording Secretary
August 17, 2021

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ADJOURNMENT