

<p style="text-align: center;">YANKEE SPRINGS TOWNSHIP BOARD OF TRUSTEES Special Meeting</p> <p style="text-align: center;">Hall/Office Renovation Project Design Review</p> <p style="text-align: center;">Wednesday, February 23, 2022</p> <p style="text-align: center;">1:30 pm</p> <p style="text-align: center;">Yankee Springs Township Hall 284 N. Briggs Rd., Middleville, Michigan 49333</p> <p style="text-align: center;">MINUTES</p>	<p style="text-align: center;">MINUTES Page 1 of 3 YS Board of Trustees – Special Meeting February 23, 2022</p>
<p>Meeting called to order at 1:30 PM by Supervisor Rob Heethuis</p> <p>PLEDGE OF ALLEGIANCE</p> <p>INVOCATION</p> <p>Roll Call: Deb Mousseau, Larry Knowles, Dave VanHouten Rob Heethuis, Mike Cunningham (All Present)</p> <p>Staff Present: Frank Fiala, Alice Jansma</p> <p>Visitors: 3</p>	<p style="text-align: center;">PLEDGE OF ALLEGIANCE</p> <p style="text-align: center;">INVOCATION</p> <p style="text-align: center;">ROLL CALL</p>
<p><u>ADDITIONS/CHANGES TO AGENDA:</u></p> <p><u>Motion by Knowles with support from Mousseau to accept the agenda with the addition of determining a point of contact for Eric Thompson. Roll Call Vote: Cunningham: yes; VanHouten: yes; Knowles: yes; Mousseau: yes; Heethuis: yes.</u></p> <p>Yes: 5, No: 0. MOTION CARRIED</p> <p>Discussion took place regarding addition of items to the agenda for special meetings.</p>	<p style="text-align: center;">MOTION TO AMEND THE AGENDA</p>
<p><u>PUBLIC COMMENT:</u> (Limit 3 minutes)</p> <p>None</p>	<p style="text-align: center;">PUBLIC COMMENT</p>
<p><u>Motion by Knowles with support from Mousseau to adopt Resolution #02-01-2022 Poverty Exemption Income Guidelines & Asset Test. Roll Call Vote: Cunningham: yes; VanHouten: yes; Mousseau: yes; Heethuis: yes; Knowles: yes.</u></p> <p>Yes: 5, No: 0. MOTION CARRIED</p>	<p style="text-align: center;">MOTION TO ADOPT RESOLUTION #02-01-2022 POVERTY EXEMPTION INCOME GUIDELINES AND ASSET TEST</p>
<p><u>Fleis and Vandenbrink presentation of Hall/Office design status to date.</u></p> <ul style="list-style-type: none"> • Questions were asked and answered about details of the current design plan • Different options were discussed for the front entrance design with respect to the grade of the parking lot and how the sidewalk would be affected by any water runoff. 	<p style="text-align: center;">HALL/OFFICE RENOVATION PROJECT UPDATE</p>

Motion by Cunningham with support from Knowles to authorize a design change where we eliminate the peak that goes from north to south on the north side of the new building. Roll Call Vote: VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes.

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

- Additional items such as technology needs, lighting, electrical receptacles were discussed. These will all need to be coordinated with the technology provider.
- Exterior doors will be aluminum; interior doors will be wood.
- Doors to private offices will have glass in them.
- Discussed which doors will need card readers versus key locks.
- The drawings will be ready for bid by the next meeting – Wednesday, March 23 at 1:30 PM.
- Discussion took place regarding using a general contractor versus using Fleis & Vandenbrink construction management.

Motion by Knowles with support from Cunningham to use a general contractor. Discussion: The Board likes the separation between the engineer and the contractor. That ensures the engineer is looking out for the township's interests and making sure they get what they pay for from the contractor. It would be up to the general contractors whether to use the local subcontractors or not. Information on local contractors who work with the township can be provided to the general contract bidders. Interested subcontractors also have the ability to contact Fleis & Vandenbrink in order to connect with potential general contractors. **Roll Call Vote: Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes; VanHouten: yes.**

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

- Discussed the need for two bonds for the project: one is a performance bond and the other is a payment bond.
- Discussion about using ARPA funds for some part of this project:
 - There are some rules that you can't pay debts down with ARPA funds.
 - With regard to matching, the ARPA funds can't be matched with other federal money.
 - Use of ARPA funds does not preclude a loan for some of the project.
- Bid period will be 3 to 4 weeks and the bidders are asked to guarantee their bid for 60 days, which allows the Board time to review and make the award. Discussion of whether making it 30 days would be more attractive to bidders.

DWRF grant application update/discussion

- Kickoff meeting held yesterday with Don DeVries of Fleis & Vandenbrink, EGLE, Knowles and Heethuis.
- There has been more money available this year but the number of applications also increased to 102.
 - Application due July 1 and public hearing will need to be held in June.
 - Project plan has to be on display for 30 days prior to that public meeting.
 - The Board will adopt a resolution approving the project plan at the June meeting
 - Project plan is good for five years if not awarded this year.
- Discussion took place regarding if the expansion is done would it be separate or added to the existing system.
- The grant from DWRF will not be 100%. If they grant 30%, the Township could look

MINUTES
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YS Board of Trustees –
Special Meeting
February 23, 2022

**MOTION TO
AUTHORIZE A DESIGN
CHANGE REGARDING
ROOF PEAK OF
ADDITION**

**MOTION TO USE A
GENERAL
CONTRACTOR FOR
THE PROJECT**

**DWRF GRANT
APPLICATION UPDATE**

to county ARPA funds for additional funds plus what comes from Yankee Springs Meadows (YES Communities).

- Discussed whether there is a part of the project that could be done if it isn't possible to do the entire project at one time.
- The Township has not received the \$5,000 expected from YES Communities yet.

Professional Planner Role Discussion:

- The Zoning Board and PC had decided they would bring in the professional planner (Rebecca Harvey) when they needed her.
- Rebecca notified the Township that she is planning to leave Yankee Springs.
- Heethuis will respond and thank Rebecca for her past service and will accept her resignation.
- The Board will pursue finding another planner.

PROFESSIONAL
PLANNER ROLE

Addition to Agenda:

- Eric Thompson would like to have one contact for Yankee Springs as multiple people calling can cause confusion on their end.
- It was discussed to have Larry Knowles be the main point of contact.
- Should Knowles be the only contact or would it be him as well as the Chairs of the PC and ZBA?
- Plan to be discussed further at the next board meeting.

CONTACT PERSON FOR
PCI

Public Comment:

None


PUBLIC COMMENT

ADJOURNMENT:

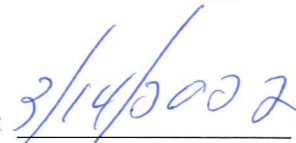
Motion by Knowles with support from Mousseau to adjourn meeting at 3:43PM. Approved by all. Motion Carried.

ADJOURNMENT

Approved by:


Michael S. Cunningham, Township Clerk

Date:



Respectfully submitted by:
Betsy Frigmanski, Recording Secretary
February 24, 2022