

YANKEE SPRINGS TOWNSHIP  
BOARD OF TRUSTEES Regular Meeting

Thursday, February 9, 2023

6:00 pm

Gun Lake Community Church  
12200 W M-179 Hwy, Wayland, MI 49348

MINUTES

MINUTES  
Page 1 of 8  
YS Board of Trustees –  
Regular Meeting  
February 9, 2023

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

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

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

**Staff Present:** Frank Fiala, Dennis Buist, Shana Bush, Rich Beukema, Sandy Marcukaitis

**Visitors:** 7

**ADDITIONS/CHANGES TO AGENDA:**

*Motion by Cunningham with support from Mousseau to add to the agenda the items in red text. Roll Call Vote: Knowles: yes; Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.*

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

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

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

- Board minutes 01/12/2023 Regular BOT Meeting and 01/31/2023 Special Meeting
- January 2023 Accounts Payable: Checks #917217 through Check #917284 total amount \$287,071.65.
- January 31, 2023 Payroll Checks #7479 through Check #7497 = \$12,534.03 net amount; January 2023 Fed P/R withholding \$3,459.61.

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

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

**ACKNOWLEDGEMENT OF VISITORS:**

Greg Chandler, J-Ad Graphics

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**ROLL CALL**

**MOTION TO AMEND AGENDA**

**MOTION TO ACCEPT AGENDA**

**MOTION TO APPROVE CONSENT AGENDA**

**ACKNOWLEDGEMENT OF VISITORS**

**Rachel Frantz**, Conservation Technician – Barry County Conservation District: At tonight’s meeting to talk about recycling. She provided a handout to the board members on the material management planning that has been completed at the county level, moving from a solid waste management plan to a material management plan which emphasizes recycling, reuse, etc. rather than landfill management. The 2023 hazardous waste collection will take place at the Barry County Expo Center on June 3<sup>rd</sup> and September 23<sup>rd</sup>. An additional electronics only collection will take place in the village of Nashville on July 15.

**Catherine Getty, County Commissioner:** gave an overview of the activities of the County Commissioners. They have been busy with committee appointments.

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

**PUBLIC COMMENT**

Catherine Getty: Thornapple Township has acquired property going north out of Middleville to extend the Paul Henry Trail through a DNR trust fund acquisition grant.

Frank Fiala: The Solid Waste Oversight group meets the second Friday of each month. The county added 2 new members: Dave Hatfield from Hastings and Catherine Getty. They are getting ready for the event on June 3<sup>rd</sup>.

**TREASURER’S REPORT:** By Deb Mousseau, Treasurer

**TREASURER’S  
REPORT**

- January 2023 Financial Statement and Investment reports were reviewed.
- Two new CDs were added with Lake Michigan Credit Union.

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

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

**MOTION TO APPROVE  
TREASURER’S  
REPORT**

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

**Motion by Mousseau with support from Cunningham to approve Yankee Springs Township establishing savings, checking and CD accounts with Lake Michigan Credit Union. Roll Call**

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

**MOTION TO  
ESTABLISH  
ACCOUNTS WITH  
LAKE MICHIGAN  
CREDIT UNION**

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

**CLERK’S REPORT:** By Mike Cunningham, Clerk

**CLERK’S REPORT**

- February 2023 Current Invoice Register as of 02/09/2023 \$50,256.32.

**Motion by Heethuis with support from Knowles to pay the bills. Roll Call Vote:** Cunningham:

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

**MOTION TO APPROVE  
INVOICE REGISTER**

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

- May 2, 2023 Wayland Schools Millage Proposal election: We will probably consolidate Precinct 1 and Precinct 2 at the Fire Station due to the hall renovation project. We will not be using an absentee ballot counting board so those ballots will be fed in with the regular ballots.
- On 2/3/2023 there was an audit conducted for the 11/08/2022 election. Our township was randomly selected by the state (PCT 2).

**COMMITTEE REPORTS:**

**Recycling Committee:**

- 01/23/2023 Hybrid meeting
  - The committee has received free recycling information cards customized for Yankee Springs to hand out a Winterfest and for a possible future township mailing.
  - The committee will have a \$25 vendor table at Winterfest to provide information and answer questions.
  - The committee is working on an estimate for an additional recycling bin and pad.
- Next meeting 02/13/2023 at 2:00 PM.

**Park Committee:**

- Thanked the Board for their support. The 5-year plan has now been submitted to the DNR.
- Looking to the board for approval of an amount to have Fleis & Vandenbrink provide a conceptual estimate for (4) new pickleball courts and refurbishing the old pickleball court to be the basketball court. They have to have that amount in order to apply for grant funds.
- Any grant money would be a matching grant.
- Need to have a motion to accept Diane Ullery and Catherine Getty as members of the Park Committee.

**Motion by Cunningham with support from Mousseau to spend up to \$1,500 to have Fleis & Vandenbrink create a conceptual estimate for the grant for the projects involving the pickleball and basketball courts.** Discussion: Can the board wait for Fleis & Vandenbrink to tell us what that would cost before approving the expense? The grant deadline is April 1<sup>st</sup>. Williams and Works has written the grant request but the estimate is also needed.

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

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

- Pavilion Reservation policy and form – the purpose is to allow residents to reserve the pavilion so if they want to plan an event they know it will be available.
- There will not be a charge for the reservation.
- Discussion took place as to whether it should be only for non-profit groups or if a company within the township could reserve it to use for something like a company picnic.
- Suggested that email address should be added to the form.

**Motion by Cunningham with support from Mousseau to approve the park pavilion reservation form.** **Roll Call Vote:** *Knowles: yes; VanHouten: yes; Heethuis: yes; Mousseau: yes; Cunningham; yes.*

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

**Motion by Heethuis with support from Mousseau to appoint Diane Ullery to the Yankee Springs Township Park Committee.** **Roll Call Vote:** *Knowles: yes; VanHouten: yes; Heethuis:*

**RECYCLING  
COMMITTEE REPORT**

**PARK COMMITTEE  
REPORT**

**MOTION TO HAVE  
FLEIS &  
VANDENBRINK  
CREATE AN  
ESTIMATE FOR  
PROJECTS INVOLVING  
PICKLEBALL AND  
BASKETBALL COURTS**

**MOTION TO APPROVE  
PARK PAVILION  
RESERVATION FORM**

**MOTION TO APPOINT  
DIANE ULLERY TO  
THE PARK  
COMMITTEE**

yes; Mousseau: yes; Cunningham: yes.

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

Motion by Heethuis with support from Knowles to appoint Catherine Getty to the Yankee Springs Township Park Committee. Discussion: Cunningham feels that as a county official and her involvement with the Blue Zones she might be representing those groups rather than the township. **Roll Call Vote:** Cunningham: no; Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes.

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

**Zoning Board of Appeals:**

- No meeting in January.
- Next meeting is 02/14/2023 at Gun Lake Community Church 6:00 PM.

**Planning Commission:**

- PCI January 2023 report in packet.
- January 2023 Complaint log in packet.
- Regular meeting held 01/19/2023
  - Continued to work on the side setback ordinance and planning to hold the public hearing to finalize the recommended changes in March.
  - Reviewed the draft C.I.P. and 2023 work plan.
  - Recommending approval of the ordinance regarding outbuilding size. The public hearing has already been held but they are waiting to get the final approval from the attorney. It could be added to the agenda at the joint meeting if that is received.
- Next meeting 02/16/2023

**Fire/EMS Report:**

- January 2023 Fire/Emergency Medical response in packet.
- Fire Service contract: The committee has been reviewing the fire service agreement with the city of Wayland.
  - It has been reviewed by the township insurance carrier and the attorney and is ready for board review.
  - After approval by Yankee Springs Township, it will go to Wayland for their approval.

Motion by VanHouten with support from Cunningham to approve the fire service contract as written. **Roll Call Vote:** Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes; Cunningham; yes.

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

- The DNR Brush Truck matter is still on hold.
- The first change order is coming for the new fire truck. This will be reviewed by the committee and then brought to the Board for approval.

**Water Advisory Committee:**

**MINUTES**  
Page 4 of 8  
YS Board of Trustees –  
Regular Meeting  
February 9, 2023

**MOTION TO APPOINT  
CATHERINE GETTY  
TO THE PARK  
COMMITTEE**

**ZBA REPORT**

**PC REPORT**

**FIRE/EMS REPORT**

**MOTION TO APPROVE  
FIRE SERVICE  
CONTRACT**

**WATER ADVISORY  
COMMITTEE REPORT**

- 02/07/2023 meeting cancelled. They will not meet again until Chairman Purcell returns from Florida.
- GLASWA 02/02/2023 minutes in packet.
- A letter was written by Don DeVries to the County Commissioners regarding the possibility of getting a grant from the County for an amount of \$950,000 to double the arsenic cleansing and the loop which is important to the integrity of the township's water system.
- Discussion took place as to whether the loop is as important as the other items. It is expected that there could be negotiation with the County in that regard.
- If the County agrees, they would make a decision to obligate those funds by 2024 and then the money would have to be spent by 2026.

**Motion by Knowles with support from Cunningham to allow Supervisor Heethuis to continue to try to get us up to \$950,000 through Barry County with no commitment from Yankee Springs or the water system. Roll Call Vote: Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; VanHouten: yes.**

**MOTION TO ALLOW SUPERVISOR HEETHUIS TO OBTAIN FUNDS FROM BARRY COUNTY**

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

**Veterans Memorial Committee:**

- No meeting this month. Will plan to meet in March.

**VETERANS MEMORIAL COMMITTEE**

**Board Action Items:**

- Office/Hall Renovation Project update:
  - Moved into the new office January 14. The staff did all the packing which saved the township about \$2,000 in moving costs.
  - Thanked the office staff and Mr. VanHouten and his grandsons for their assistance.
  - Window blinds have been installed.
    - Payment was made less 30% being held until a minor issue is resolved.
  - New entry security systems are now in use.
  - New computers have been installed.
  - Punch list items for the new office are being taken care of; a few remain.
- Phase II: Hall and old office renovation demolition nearly complete and reconstruction has been started.
- Five change orders totaling \$29,291 to add additional insulation, address termite damage, add door structural header, relocate a gas line, and make ADA ramp changes were made at the 01/31/2023 special meeting.
  - The \$7,500 approved to address termite damage was \$894 too low because an item was let out when the total was added up. The item was discussed but left out of the total.

**OFFICE RENOVATION PROJECT UPDATE**

**Motion by Cunningham with approval from Knowles to approve an additional \$894 to the \$7,500 approved on 01/31/2023. Roll Call Vote: Knowles: yes; VanHouten: yes; Heethuis: yes; Mousseau: yes; Cunningham: yes.**

**MOTION TO APPROVE ADDITIONAL FUNDS FOR TERMITE DAMAGE**

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

- We have been given a firm estimate of \$6,920.00 today to bring the hall HVAC ducts into code compliance.

**MOTION TO APPROVE FUNDS TO REPLACE HALL HVAC DUCTS AND ASSOCIATED DISTRIBUTION REGISTERS**

**MOTION TO CONTRACT WITH GRIFFIN PEST CONTROL FOR TERMITE TREATMENT**

**MOTION TO APPROVE ORDERING RECEPTION AREA FURNISHINGS**

**MOTION TO ADOPT RESOLUTION #02-09-2023 TO VACATE A PORTION OF A PLATTED ALLEYWAY OF THE PLAT OF STREETER'S RESORT**

**Motion by Cunningham with support from Heethuis to approve \$6,920 to replace the hall HVAC ducts to comply with the building codes and replace the associated distribution registers.**

Discussion: Mr. Knowles asked if the Board should ask the engineer to cover 20% of the cost because they should have known that this work needed to be done when the original project was quoted. **Roll Call Vote:** VanHouten: yes; Mousseau: yes; Knowles: no; Heethuis: yes; Cunningham; yes;

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

- Discussion took place regarding the necessity for a termite protection contract.

**Motion by Cunningham with support from Heethuis to approve contracting with Griffin Pest Control for a one-time termite treatment for \$807 and continuing protection for \$350 per year starting in the year after the initial treatment.**

Discussion: The board wants to find out if the sand was treated for termites before the slab was poured as that may make a difference to whether or not this contract is needed. **Roll Call Vote:** Heethuis: yes; Mousseau: no; VanHouten: no; Cunningham; yes; Knowles: no.

Yes: 2, No: 3. **MOTION FAILED**

- A preliminary quote for the furniture and installation for the reception area only was \$10,737.
- The decision was made to eliminate the chairs and two file cabinets and to add two pencil trays and a shelf unit.
- The item prices increased due to not ordering everything quoted, resulting in a small price increase (\$486.85) overall.
- Installation is about 5 to 6 weeks after an order is placed.

**Motion by Cunningham with support from VanHouten to approve ordering reception area furnishings for \$11,223.85.** **Roll Call Vote:** Knowles: yes; Cunningham; yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.

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

- Adopt resolution 02-09-2023 to vacate a portion of a platted private alleyway of the plat of Streeter's Resort

**Motion by Heethuis with support from Knowles to adopt Resolution #02-09-2023 to vacate a portion of a platted alleyway of the plat of Streeter's Resort.** **Roll Call Vote:** VanHouten: yes; Mousseau: yes; Knowles: yes; Heethuis: yes; Cunningham; yes.

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

- Office copier replacement discussion
  - The quote from the current supplier, Applied Innovation, is for \$12,866 to purchase a new copier. The price for purchasing is a better deal than leasing. The township has been very happy with the service from Applied Innovation.
  - The second quote is from Adams Remco and is a much lower price; however, we have no experience with how good their service would be.
  - There are no current problems with the copier in the office however it is at the age where it is recommended to be replaced. There is no guarantee that the parts

will be available once the five-year period is done which is about the status of current copier.

Motion by Knowles with support from Cunningham to purchase a new copier from Applied Innovation for \$12,866. Roll Call Vote: VanHouten: no; Heethuis: yes; Knowles: no; Cunningham; yes; Mousseau: no.

Yes: 2, No: 3. **MOTION FAILED**

Motion by Heethuis with support from Knowles to accept the resignation of Greg Purcell as a Planning Commission member. The board expressed its thanks to Greg Purcell for all his hard work for the township. **Roll Call Vote: Cunningham; yes; Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: no.**

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

Motion by Heethuis with support from Knowles to appoint Ryan Craven to the position of Planning Commission member to fill the term of the now vacant position expiring 12/31/2025. Roll Call Vote: Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham; yes; VanHouten: yes.

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

- Planning & Zoning Administrator search committee candidate – Joseph Shea – recommendation to the BOT

Motion by Heethuis with support from Mousseau to approve offering the position of Yankee Springs Township Planning and Zoning Administrator to Joe Shea at a rate of \$36/hour, with an approximate average of 25 hours/week covering office, meeting, and field hours, with a starting date of 02/13/2023 and a performance review after six months. Roll Call Vote: VanHouten: yes; Heethuis: yes; Knowles: yes; Cunningham; yes; Mousseau: yes.

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

- The position was accepted by Mr. Shea and he will start on Monday.
- Discussion took place regarding the process of breaking ties with PCI. Anything that PCI is already working on should be completed there. Anything new that comes in can be handled in-house. Mr. Shea and Mr. Knowles will work this out with PCI.
- The joint meeting date is Thursday, February 23, 2023 at 6:00 PM. The meeting will be held at Gun Lake Community Church in the “Loft” to make sure there is adequate space.
- Code Enforcement Office hours discussion
  - Brad Williams currently works a total of 20 hours jointly for Thornapple and Yankee Springs.
  - Thornapple has offered him 20 hours a week but he would rather stay at Yankee Springs if they could give him 20 hours.
  - The Search Committee unanimously recommended that Yankee Springs keep him on at 20 hours per week.

Motion by Heethuis with support from Knowles that we give Brad the 20 hours here in Yankee Springs so that he is here with us as a Code Enforcer for Yankee Springs only in the future.

Discussion: This could help keep Joe’s hours down if some of the leg work were done by Brad

MINUTES  
Page 7 of 8  
YS Board of Trustees –  
Regular Meeting  
February 9, 2023

**MOTION TO  
PURCHASE NEW  
COPIER**

**MOTION TO ACCEPT  
RESIGNATION OF  
GREG PURCELL FROM  
THE PLANNING  
COMMISSION**

**MOTION TO APPOINT  
RYAN CRAVEN TO  
THE PLANNING  
COMMISSION**

**MOTION TO APPROVE  
OFFERING THE  
POSITION OF  
PLANNING AND  
ZONING  
ADMINISTRATOR TO  
JOE SHEA**

**MOTION REGARDING  
HOURS FOR CODE  
ENFORCER BRAD  
WILLIAMS**

at his lower pay rate. Mr. Cunningham made the point that the search committee was not formed to address this matter and that there is a potential conflict of interest because Mr. Williams was on that committee. He also discussed that the change is being suggested for the benefit of the employee and not based on the needs of the township. Mr. Heethuis communicated that Mr. Williams was not part of the discussion when the committee made their recommendation and they felt it was part of their whole purpose of looking at zoning and administration for the Township. **Roll Call Vote:** *Cunningham: no; Mousseau: yes; Knowles: yes; VanHouten: no; Heethuis: yes.*

Yes: 3, No: 2. **MOTION CARRIED**

**PUBLIC COMMENT:**

**Frank Fiala:** Welcomed Joe and Ryan to their new positions. The memorial service for Don Davis will be held at 2:00 PM on the 16<sup>th</sup> at Fountain Street Church.

PUBLIC COMMENT

**BOARD COMMENT:**

**Mousseau:** Taxes are due at the end of the month.

**VanHouten:** Don Davis will be missed.

**Knowles:** Appreciated Don's involvement and will be missed.

**Heethuis:** Appreciated Don Davis as well and also Greg Purcell's involvement with Yankee Springs.


**Cunningham:** None.

BOARD COMMENT

**ADJOURNMENT:**

***Motion by Heethuis with support from VanHouten to adjourn the meeting at 8:07 pm.***

*Approved by all. Motion Carried.*

Approved by: 

Date: 3/20/2023

Michael S. Cunningham, Township Clerk

ADJOURNMENT

Respectfully submitted by:

Betsy Frigmanski, Recording Secretary

February 12, 2023