

**YANKEE SPRINGS TOWNSHIP
BOARD OF TRUSTEES Regular Meeting**

Thursday, January 13, 2022

6:00 pm

Yankee Springs Township Hall
284 N. Briggs Rd., Middleville, Michigan 49333

MINUTES

MINUTES
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YS Board of Trustees –
Regular Meeting
January 13, 2022

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

PLEDGE OF ALLEGIANCE

**PLEDGE OF
ALLEGIANCE**

INVOCATION

INVOCATION

Roll Call: Mike Cunningham, Rob Heethuis, Dave VanHouten, Deb Mousseau, Larry Knowles
(Absent with notice)

ROLL CALL

Absent with Notice: Larry Knowles

Staff Present: Frank Fiala, Dennis Buist

Visitors: 26

ADDITIONS/CHANGES TO AGENDA:

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

**MOTION TO ACCEPT
AGENDA**

Yes: 4, No: 0. **MOTION CARRIED**

- Board minutes 12/09/2021 Regular BOT meeting and 12/15/2021 Special Meeting - Office Design Review.
- December Accounts Payable: Checks #916665 through #916697; total amount: \$33,632.09.
- December 31, 2021 Payroll Checks #7143 through #7166 = \$12,023.86 net amount; December 2021 Fed P/R withholding \$3,058.99. 4th quarter 2021 State withholding tax \$1,861.12.

**MOTION TO APPROVE
CONSENT AGENDA**

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

Yes: 4, No: 0. **MOTION CARRIED**

ACKNOWLEDGEMENT OF VISITORS

Greg Chandler – J-AD Graphics

**ACKNOWLEDGEMENT
OF VISITORS**

Vivian Connor (County Commissioner): Report attached to minutes. The board will be discussing the ARPA fund grants at the next meeting on Tuesday. They will be talking about the new rule and how it will affect the disbursement of these funds and the second round of money.

Cierra Bakovka (Henika Library Director), Megan Augustine (Henika Library Board President)

(S.J. Vandenberg Construction/Geoff Moffat/Warner Norcross & Judd LLP)

PUBLIC COMMENT: (Limit 3 minutes)

PUBLIC COMMENT

Rachelle Smit: Attending tonight to introduce herself as a candidate for State Representative for the 43rd District.

Phillip Joseph: He is also a candidate for State Representative for the 43rd District.

TREASURER'S REPORT: By Deb Mousseau, Treasurer

TREASURER'S REPORT

- December 2021 Financial Statement and Investment reports were reviewed.
- Fire/EMS Millage Renewal
 - Taking action in advance will allow the millage renewal to be on the ballot before the current millage expires.
 - This is a renewal of a millage, not an additional amount.
 - If approved would start the winter of 2023 and go through the winter of 2026 taxes.
 - Board will vote in February or March to put it on the ballot.

Motion by Cunningham with support from Heethuis to accept the Treasurer's Report. Roll Call Vote: Knowles (absent); Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.

**MOTION TO ACCEPT
TREASURER'S REPORT**

Yes: 4, No: 0. **MOTION CARRIED**

CLERK'S REPORT: By Mike Cunningham, Clerk

CLERK'S REPORT

- January 2022 Current Invoice Register as of 01/12/2022: \$155,673.17.

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

**MOTION TO APPROVE
INVOICE REGISTER**

Yes: 4, No: 0. **MOTION CARRIED**

- Henika Library Update
 - Cierra Bakovka and Library Board President Meghan Augustin from Henika Library attended to explain the upcoming issue that is proposed for the August 2022 ballot.
 - When the Henika Library District was formed, it was set up to include Wayland City and Wayland Township. There is a section of residents in Yankee Springs Townships that are largely unserved by any library.
 - Since their taxes do not support any library, they can receive only very

**HENIKA LIBRARY
UPDATE**

- limited services for an annual fee of \$40.
- If the district is amended to include these residents of YST a portion of their property taxes would support the library district and they would then have full access to the Henika Library and all other libraries in the cooperative (approximately 41).
- This process was started to be discussed by the Library Board and the YST Board in December 2019 but was put on the backburner due to pandemic issues.
- There are about 1,344 (34%) residents of YST that are in the Wayland School District.
- This would authorize up to 1.5 mills which is the same as the City of Wayland and Wayland Township.
- The current library board has 8 members.
 - If this proposal is passed, two seats would be reallocated for YST members that are Wayland Union School District residents.
 - These members would be appointed by the Township Board.
- The current Henika Library millage levy is actually 1.3554 for 2022.
- The library plans to have informational meetings throughout the summer which will include helping to calculate for each individual what the cost would be.
- Beginning steps have been taken and will need to continue in order to have this issue on the ballot in August.

Motion by Cunningham with support from Mousseau to continue the process started in 2019 to put this issue on the ballot, including the involvement of the YST attorney to review procedures, documents, and ballot language. Roll Call Vote: VanHouten: yes; Mousseau: yes; Knowles (absent); Heethuis: yes; Cunningham: yes.

MOTION TO CONTINUE
PROCESS TO PUT
LIBRARY ISSUE ON
AUG 2022 BALLOT

Yes: 4, No: 0. **MOTION CARRIED**

COMMITTEE REPORTS

Recycling Committee:

- Minutes of 12/12/2021 are attached.
- Next meeting will be 01/19/2022.

RECYCLING
COMMITTEE REPORT

Park Committee: No report; will be meeting again at the end of January.

Zoning Board of Appeals:

- December 14 meeting: Variance request at 10830 Shady Lane was approved for a partial roof over existing deck.
- January 11 meeting: Variance request for 3979 England Drive was a request for a full roof over existing deck and that was denied.
- Other items will be discussed at the Joint Meeting.

ZBA REPORT

Planning Commission:

- PCI December report attached.
- December 2021 Complaint Report attached.
- December 16, 2021 Meeting was held.
- Proposed amendment to bylaws in 2017 was never passed (vote was not taken).

PC REPORT

Motion by Cunningham with support from Heethuis to NOT make this amendment to the PC bylaws. Roll Call Vote: Cunningham: yes; VanHouten: yes; Knowles (absent); Heethuis: yes; Mousseau: yes.

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Yes: 4, No: 0. **MOTION CARRIED**

- Zoning fee possible restructure will be discussed at January 26 joint meeting.

Fire/EMS Report:

FIRE/EMS REPORT

- December 2021 Fire/Emergency Medical responses attached. This shows an increase over 2020 responses for both fire and medical emergencies.
- Thank you to the Gun Lake Tribe for the donation of the rapid deployment craft.
- Fire station fuel tank update: Work has been completed and came in under budget. It is operational but has not received final approval due to illness of the inspector.

Water Advisory Committee:

WATER ADVISORY
COMMITTEE

- January 4, 2022 meeting minutes attached.
- GLASWA January 6, 2022 minutes attached.

Veterans Memorial Committee:

VETERANS MEMORIAL
COMMITTEE

- No meeting last month.
- Two more bricks are on order.

Board Action Items:

BOARD ACTION ITEMS

- ARPA funds update:
 - Rules have been changed and restrictions lifted. Now the funds can be spent on anything that the township is allowed to spend money on (any township general services).
 - This allows the list of potential projects to blossom.
 - Reporting deadline is April 20, 2022, and annually thereafter.
 - First Township public input meeting to be held on February 2, 2022, at 6:00 PM.
 - At a previous meeting it was decided to attempt to access grants to expand our water system to the northwest where Yankee Meadows had an immediate problem.
 - Fleis and Vandenbrink thought it was a great idea to access grant funding and that it was very important to have this done by the end of January.
 - The cost from Fleis and Vandenbrink to assist with the application would be \$18,000 and YES Communities has agreed to pay \$5,000.

ARPA FUNDS UPDATE

Motion by Cunningham with support from VanHouten to authorize Fleis & Vandenbrink to assist the township with the EGLE Drinking Water Revolving Fund (DWRf) program application as outlined in their 01/07/2022 proposal for a total of \$18,000 with Yankee Springs Township paying \$13,000 using ARPA funds and YES Communities paying at least \$5,000. Discussion: If grant money is received, that could replace the expenditure from the ARPA funds which could then be used for something else. This expansion would assist the group that needs it right now but also expands to an area of the township that could need it in the future at no cost to the taxpayers. **Roll Call Vote: Cunningham: yes; VanHouten: yes; Knowles (absent); Heethuis: yes; Mousseau: yes.**

MOTION TO
AUTHORIZE FLEIS &
VANDENBRINK TO
ASSIST WITH
APPLICATION FOR THE
DWRf PROGRAM

Yes: 4, No: 0. **MOTION CARRIED**

- Office Renovation Project
 - Met with Fleis and Vandenbrink in a special meeting on December 15 for the first project update.
 - There was a lot of discussion about the timing of the hall renovation due to the need for the election and upcoming meetings in 2022.
 - Current plan is for the hall renovation to be done first.
 - There has been discussion about having both precincts vote at the Fire Station or other locations but the hope is that it will not be necessary.
 - A decision was made about the exterior of the building, choosing the Brick with Soldier Course Wainscot to match the existing building as much as possible.

Motion by Cunningham with support from Mousseau to approve the Ocean Omega 2022 contract for IT service support for a total of \$3,019. Discussion: This is the base amount of the contract; last year's expense was about \$12,000 due to replacing the server. **Roll Call Vote:** VanHouten: yes; Mousseau: yes; Knowles (absent); Heethuis: yes; Cunningham: yes.

Yes: 4, No: 0. **MOTION CARRIED**

- Road Commission 2022 contribution
 - The Road Commission uses a Paser rating to measure the quality of the roads in the township and currently our rating is "fair".
 - The township has a four-year plan with the Road Commission which is updated and adjusted based on actual costs.

Motion by Cunningham with support from Heethuis to approve the 2022 payment of \$100,000 to the Barry County Road Commission to carry out the 4-year plan of work.

Discussion: The commission does a great job but if there can be a way the township may, at some point, need to pay a little more to maintain the roads a little better. The check can be sent now and if possible a little more can be done later. **Roll Call Vote:** Mousseau: yes; Heethuis: yes; Knowles (absent); Cunningham: yes; VanHouten: yes.

Yes: 4, No: 0. **MOTION CARRIED**

- 2022 Annual BOT/PC/ZBA Joint Meeting will be on January 26, 2022 at 6:00 PM.
 - Eric from PCI will be there and will introduce the new employee who will be doing work for the township.
 - Zoning Enforcement Officer will make a report.
- Shalinda Plat application for extension:
 - Geoff Moffat spoke about the status of the project.
 - It is to be a 12-lot plat built to public specifications.
 - He reviewed the work that has been completed since last year.
 - In terms of construction improvements, the only thing not done is the actual paving.
 - The rest of what is required is paperwork including the documentation to register the plat with the Registrar of Deeds in Barry County.
 - Work is being done to put a 433 agreement with the drain commissioner and all documentation should be completed and to the drain commissioner in the next week or two.
 - In his estimation the project is 95 to 97% complete.

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OFFICE RENOVATION
PROJECT UPDATE

MOTION TO APPROVE
OCEAN OMEGA 2022
CONTRACT

MOTION TO APPROVE
2022 PAYMENT TO THE
BARRY COUNTY ROAD
COMMISSION

2022 ANNUAL JOINT
BOT/PC/ZBA MEETING

SHALINDA PLAT
APPLICATION FOR
EXTENSION

- The concrete curbing took longer to cure so final approval was given after it was too late in the season to do the paving.
- It has been approved now.
- Attorney Chris Meyer spoke about the application for extension.
 - The public infrastructure is in. The only thing remaining is the paving of the road which falls under the jurisdiction of the Road Commission.
 - Mr. Vandenberg is asking for a one-year extension as final approval on the concrete came in November when it is too late in the year to pave.
 - It is up to the Township Board to grant one-year extensions after the original approval for two years has passed.
 - This extension should not be subject to any changes in ordinance made by the Road Commission, the Township, or the Drain Commission that were not in effect when the initial approval was given.
- Further questions were asked and answered.
 - Is the requested extension to be through October 21st or until the end of the year? The request is for extension through October 21st.
 - Supervisor Heethuis recalled a conversation between himself, Mr. Vandenberg and the Code Enforcement Officer where Mr. Vandenberg stated that he would be building single family homes.
 - Mr. Vandenberg denied that statement and said the plan is to build duplexes.
 - He stated that he can put in a couple single family homes as well under the current zoning.
 - If the asphalt company says it can start in May, why does the extension need to be for an entire year?
 - The paperwork can be completed in March with the paving to be completed in May or June.
 - What will the project look like one year from now?
 - The paved road will be in.
 - Whether or not there will be any homes built will be a sales issue which Mr. Vandenberg stated is outside of his control.
 - Up to three spec houses are allowed to be built while waiting for final approval.
 - Electric and gas utilities will be in a loop around the perimeter of the road in a ten-foot easement.
 - Should a completion bond be required?
 - Per the attorney a performance bond wasn't required because the Township didn't want to finish the project.
 - The township supports wanting the project to be finished.
 - Mr. Vandenberg says COVID affected the project in a huge way and it would have been finished by now had it not been for the effects of the pandemic.
 - The board will not make a decision tonight.
 - The board will meet with the attorney and will respond to the request on a timely basis.
 - The township does want to see this project completed.
 - Geoff Moffat felt a month was fine.

PUBLIC COMMENT:

None.

PUBLIC COMMENT

BOARD COMMENT:

Mousseau: Happy New Year! Busy time of year collecting taxes.

VanHouten: Time flies. It was a good meeting and looking forward to the renovation meetings.

Cunningham: January is a very busy month.

Heethuis: Appreciate the enthusiasm of the board. Keep up the energy and move forward.

BOARD COMMENT

ADJOURNMENT:

Motion by Cunningham with support from VanHouten to adjourn meeting at 7:37 PM.

Approved by all. Motion Carried.

Approved by:


Michael S. Cunningham, Township Clerk

Date:

3/3/2022

ADJOURNMENT

Respectfully submitted by:
Betsy Frigmanski, Recording Secretary
January 19, 2022