

YANKEE SPRINGS TOWNSHIP
BOARD OF TRUSTEES Regular Meeting

Thursday, July 14, 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
July 14, 2022

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

PLEDGE OF ALLEGIANCE

INVOCATION

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

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

Visitors: 13

ADDITIONS/CHANGES TO AGENDA:

Motion by Cunningham with support from Heethuis to add discussion and possible roll call vote concerning seasonal worker pay rate. Roll Call Vote: VanHouten: yes; Mousseau: yes; Knowles: yes; Heethuis: yes; Cunningham: yes.

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

Motion by Heethuis with support from Mousseau to add discussion and possible roll call vote to appoint a Planning Commission member. Roll Call Vote: VanHouten: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; Mousseau: yes.

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

Motion by Knowles with support from Cunningham to add discussion and possible roll call vote to appoint a Water Utility Advisory Board member. Roll Call Vote: Cunningham: yes; VanHouten: yes; Knowles: yes; Heethuis: yes; Mousseau: yes.

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

Motion by VanHouten with support from Heethuis to add discussion and possible roll call vote to increase the assessor contract rate. Roll Call Vote: Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; VanHouten: yes.

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

Motion by Mousseau with support from Cunningham to add discussion to install security cameras on the fire station. Roll Call Vote: Cunningham: yes; VanHouten: yes; Mousseau: yes; Heethuis: yes; Knowles: yes.

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

**MOTIONS TO ADD
ITEMS TO THE
AGENDA**

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

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

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

- Board minutes 6/9/2022 Regular BOT meeting, 6/15/2022 Budget meeting, and 6/22/2022 Budget Public Hearing.
- June 2022 Accounts Payable: Checks #916897 through #916938; total amount: \$63,677.11.
- June 30, 2022 Payroll Checks #7276 through Check #7298 = \$12,615.82 net amount; June 2022 Fed P/R withholding \$3,413.69; 2nd quarter 2022 State withholding tax payment \$1,958.29.

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

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

ACKNOWLEDGEMENT OF VISITORS

Vivian Connor (County Commissioner): Barry County Commissioners' Report attached to minutes.

Jim Dull (Drain Commissioner): Discussed that there is no contact information from the township for GLIB and they would like to have each township post the contact information for the township representative on their website. Last year the county updated all the stormwater rules for the county which states that anything other than single family dwellings shall be reviewed through the drain office. Barry County currently handles 11 townships but not the other five. They would like to have a resolution signed by the township board that says it is the Drain Commissioner's responsibility (rather than PCI). Heethuis requested that GLIB share their meeting minutes with the Township. A GLIB website would be helpful because it could have all the contact information in one place. The GLPA directory used to list the GLIB members but it doesn't have that in there anymore.

Nichole Lyke (Economic Development Director for the Barry County Chamber and EDA): They have been working diligently on broadband throughout the county since the beginning of 2020. A report was provided to the Board today. Currently 8% of homes have no access at all and 24% are underserved. Super high speed is available to less than one percent of the county. This severely hampers the ability of businesses within the county to grow. A survey was conducted throughout the county and combined with other data to come up with heat maps of where there is coverage and where there are gaps within the county. She reviewed the goals of the committee. The Board was interested in knowing what the percentage of people not served are in Yankee Springs Township.

PUBLIC COMMENT: (Limit 3 minutes)

Jim Penix (Park Dr.): It is very difficult to find any information on who to contact for the Gun Lake Improvement Board. There hasn't been any updated information about GLIB on the Yankee Springs Township website for more than two years. Not all residents are members of the Gun Lake Protective Association so they can't count on that for information. He pointed out that

**MOTION TO ACCEPT
AGENDA**

**MOTION TO APPROVE
CONSENT AGENDA**

**ACKNOWLEDGEMENT
OF VISITORS**

PUBLIC COMMENT

if it costs approximately \$5,000 to set up a website for GLIB that is 3% of the GLIB budget. It costs only about \$50 month to maintain. People on the lake are not always getting notification about the water treatment which can be a health hazard. He would like to see the Township encourage the Improvement Board to do a better job of posting that information for the residents.

Greg Purcell: Also thinks that GLIB should have a website. He said that GLIB did notify residents along the channel when treatment was done there. The GLIB membership information is on the GLPA website (myGLPA.com). The GLPA annual meeting will be held on August 13 9:30 AM at the Gun Lake Chapel. Members and non-members are invited to attend.

Elmwood Beach Special Assessment 1st Public Hearing

Motion by Cunningham with support from Mousseau to open the public hearing. Roll Call

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

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

- Notice was put in the paper and notification letters were sent by the township to the owners of all 77 parcels on Elmwood Beach Road on 6/30/22.
- There was a special assessment in 2006 for around \$36,000 for the entire .75 miles of road. All Elmwood Beach parcel owners were assessed equally.
- The south part of the road experiences more traffic than the north part and is currently in worse condition as a result. The Elmwood Beach Association is proposing to resurface only the south 0.33 miles of the road at this time. The south portion is fronted by 25 parcels (32%) out of a total of 77 parcels fronting the road.
- The bidder that has been selected submitted a cost of \$48,521.00.
- The Elmwood Beach Association is proposing to assess all 77 parcels equally, and to do the same in a few years when the north part (0.41 miles) of the road requires resurfacing.
- Due to the fact that a few residents own multiple lots that are not combined into a single parcel there would be 72 residents assessed rather than 77.
- Over 90% of the parcel owners have signed the petition.
- With 72 residents assessed, the estimated cost per resident will be \$763.49 per parcel assessed. If paid in 3 annual payments the estimated amount would be \$262.06 including interest.

Ryan DeWard (3392 Elmwood Beach): He is in favor of the project as long as it's being assessed to 72 parcels. He would not support it if it was going to be distributed to 77 parcels.

Motion by Mousseau with support from Cunningham to close the public hearing. Roll Call

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

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

Motion by Cunningham with support from Knowles to adopt a resolution accepting the petition signatures and the plans and the estimated cost for the Elmwood Beach Special

Assessment District No. 48. Roll Call Vote: Knowles: yes; Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.

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

Motion by Cunningham with support from Mousseau to adopt a resolution scheduling hearing on assessment roll for Elmwood Beach Special Assessment District No. 48.

ELMWOOD BEACH
SPECIAL ASSESSMENT
FIRST PUBLIC
HEARING

MOTION TO ADOPT
RESOLUTION
ACCEPTING PETITION
SIGNATURES

MOTION TO ADOPT
RESOLUTION SETTING
8/11/2022 FOR SECOND
PUBLIC HEARING

Public hearing to be held 8/11/2022 at 6:00 PM. Discussion: Those 5 parcels will be removed from the assessment role at this meeting. **Roll Call Vote:** Knowles: yes. VanHouten: yes; Heethuis: yes; Mousseau: yes; Cunningham: yes.

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

TREASURER'S REPORT: By Deb Mousseau, Treasurer

- June 2022 Financial Statement and Investment reports were reviewed.
- Second ARPA deposit was made on 6/30/22.
- The first payment on the Installment Purchase Agreement for the renovation project was made to Highpoint Bank.

Motion by Heethuis with support from Cunningham to approve the Treasurer's Report. **Roll Call Vote:** VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes.

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

CLERK'S REPORT: By Mike Cunningham, Clerk

- July 2022 Current Invoice Register as of 7/14/2022 is \$94,511.10.
- The total could change based on the decision of the Board regarding the assessor's contract.

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

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

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

- 2022 Elections update:
 - August 2: Election inspectors and receiving board and absent voter counting board have been selected.
 - New voter registration cards are being mailed as a result of the redistricting.
 - All election inspectors have completed their required training.
 - Public accuracy test was done on July 7.
 - All voting will take place at the usual locations: Precinct 1 at Township Hall and Precinct 2 at the Fire Station.
 - Sample ballots for the 8/2/2022 primary election can be seen at the Township Hall and on the Fire Station window.
 - Correction notice for the library millage rate has been in the paper and announced here: the correct rate that will be on the ballot is 1.50 mills.

COMMITTEE REPORTS

Recycling Committee:

- The last meeting was held on 7/1/2022 and the next will be 7/15/2022.
- They are now focusing on their report and recommendations to be presented to the Board.
- Presentation is expected to be at the August 11 board meeting.

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**TREASURER'S
REPORT**

**MOTION TO ACCEPT
TREASURER'S
REPORT**

CLERK'S REPORT

**MOTION TO APPROVE
INVOICE REGISTER**

ELECTIONS UPDATE

**RECYCLING
COMMITTEE REPORT**

**PARK COMMITTEE
REPORT**

Park Committee:

- Park survey has been sent out and responses are being received.
- The “Fun Fest” is being held in conjunction with the women’s club on 7/30/22.
 - Women’s club members will be selling “treasures” from their trunks as a fundraiser.
 - There will be a table there to also promote taking the surveys.
 - Some of the things that will be happening there: bounce house, 911 reps, Blue zone reps, Tai-chi information, possibly a meteorologist, jump rope instructions, free face painting, chalk drawing on the walking path, barbecue truck, possibly ice cream, small trinkets to be handed out, fire trucks, corn hole, possibly WBCH radio live broadcast.
 - Will run an ad in the paper to promote.
 - It will take place from 11:00 AM to 2:30 PM.
- Parking lot expansion project update: Fleis & VandenBrink have been notified that the Board voted to have them put the parking lot expansion out for bid with the goal being to complete the project this year.
- The slab and park bench have been installed in memory of Jean Stuckey’s son.
- Playing court surface caulking repair was done 7/1/2022.

ZBA REPORT

Zoning Board of Appeals:

- Meeting 7/12/2022 had 5 cases on the agenda.
 - One was cancelled as it was scheduled by mistake and one on Briggs Road requesting a larger accessory building was rescheduled to August meeting because the property owner was not present.
 - On Palmer Drive, a lake side and a road side setback variance were approved for additions to the house and deck and on Barlow Lake Road a variance was approved to build a deck and a roof on the lake side. On Sandy Beach Road the Board approved a side setback variance for a builder who made a mistake presenting an inaccurate drawing showing the lot line to the foundation rather than the lot line to the overhangs. It got approved by PCI and the foundation was already poured so we went ahead and approved it.

PC REPORT

Planning Commission:

- PCI June 2022 report attached.
- June 2022 Complaint log attached.
- June 16, 2022 Regular Meeting was held.
 - Heard two rezoning requests. One for the south half of the Grooters Development was approved to change to C3. Denied changing the zoning for the parcel located on the southwest corner of M-179 and Parker from C2 to C3.
 - The Planning Commission will hold a public hearing to amend the text to allow that same owner to perform auto repair in C2. Currently it’s only allowed in C3.
 - Will also hold a public hearing to remove text regarding liquor license approval. After that is done it will be the Township Board’s responsibility to determine who gets available licenses.
 - The township planner, Rebecca Harvey, indicated it was not appropriate for that text to be part of the zoning ordinance but should be the sole responsibility of the Township Board.
 - The PC also asked if the Board had interest in the PC looking into a blight ordinance, burning permits and unlicensed vehicles. Perhaps the Board could give an answer to that at the August meeting.

Fire/EMS Report:

- June 2022 Fire/Emergency Medical responses attached.
- Will be taking a look at how holidays and weather events are handled to be able to meet the needs of the community.
- Showed the three potential locations of security cameras if purchased.
- Fire department members will be at the next meeting to do a presentation regarding a new pumper fire truck.
- Breakfast went very well.
- Air conditioning and furnace has been installed and working well.
- The EMS has added \$2.00 to their fees due to rising fuel costs.
- Yankee Springs EMS calls are way up but that is due to the State Park.

Water Advisory Committee:

- July 5, 2022 meeting minutes attached.
 - Completed cleaning of elevated tank and it is now on a 3-year schedule
 - Made a recommendation to the Board for the appointment of Dan Roberts for a term expiring December 2023.
 - Dan Roberts spoke to the Board about his qualifications and interest in serving on the Water Advisory Committee.
 - As of today, it looks like they have been successful in applying for the grant for wellhead protection.
- GLASWA July 7, 2022 minutes attached.

Veterans Memorial Committee:

- No meeting this month. One brick purchase in the last month.

Board Action Items:

Office/Hall Renovation Project update:

- Small groundbreaking ceremony to be held on Monday, July 18 at 10:00 AM (rain or shine).
- A pre-construction meeting is scheduled for 7/20/22 at 8:00 AM.
- PCI is reviewing the building permit application for the project.
- A lockable drop box for tax payments and other after-hours deliveries has been installed.
- A temporary location for the mail box has been arranged with the post office.
- Lawn sprinkler heads and control box locations will be marked by next week.
- An estimate to relocate the trees was higher than the cost to replace them.
- The basement is being cleared to get ready for construction. 33 boxes of old records have been shredded.

Purchase of server cabinet discussion:

- A cabinet is needed for proper protection and storage, particularly before any construction activity takes place in the basement area.
- Cost would be approximately \$1,500 for a used one and \$2,500 for a new one including installation and parts required.

Motion by Knowles with support from Cunningham to approve the purchase and installation of a server cabinet for up to \$1,500. Roll Call Vote: Knowles: yes; VanHouten: yes; Heethuis: yes; Mousseau: yes; Cunningham: yes.

Yes: 5, No: 0. MOTION CARRIED

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FIRE/EMS REPORT

**WATER ADVISORY
COMMITTEE REPORT**

**VETERANS
MEMORIAL
COMMITTEE**

**OFFICE RENOVATION
PROJECT UPDATE**

**MOTION TO APPROVE
PURCHASE OF
SERVER CABINET**

- A new Planning Commission member is needed with the resignation of Karen Kennedy.
- Heethuis has interviewed Greg Purcell and is appointing him to the Planning Commission.

Motion by Heethuis with support from Knowles that Greg Purcell is the next member of the Planning Commission. Discussion: Greg is gone in the winter so the Board will keep looking for another full-time member. Heethuis did also interview Mike Boysen and he can't take it on at this time but may be interested in the future. This will be a three-year term. **Roll Call Vote:** *Cunningham: yes; Mousseau: yes; Knowles: yes; Heethuis: yes; VanHouten: yes.*

**MOTION TO APPOINT
GREG PURCELL TO
THE PLANNING
COMMISSION**

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

Motion by Knowles with support from Heethuis to appoint Dan Roberts as the new water advisory board member and have his term go through December 31, 2023. **Roll Call Vote:** *Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes; Cunningham: yes.*

**MOTION TO APPOINT
DAN ROBERTS TO THE
WATER ADVISORY
BOARD**

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

- Seasonal worker pay rate discussion: With the July 1 increase it is currently at \$13.50.
- No one applied at that rate but a few individuals said they would be interested if it increased. If raised to Level 2 it would be \$15.57 per hour.

Motion by Heethuis with support from VanHouten to pay park seasonal workers at Level 2 \$15.57/hour for the 2022 summer season. Discussion: There were three people that were paid in June for on-call work that was done. One person has been changed to a contractor status for watering and fertilizing trees in the park. **Roll Call Vote:** *VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes.*

**MOTION TO
INCREASE PAY RATE
FOR PARK SEASONAL
WORKERS**

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

- The assessor contract was renewed in 2021 and will expire in 2023. The contract amount is \$4,105.07 per month (including computer assistance).
- The contract calls for "annual salary review to occur with increases based on merit and/or cost of living".

Motion by Cunningham with support from Mousseau to increase the assessor's contract compensation and computer assistance payment by 8% for the remainder of the contract term. Discussion: This would be an increase of \$3,940 for the year. It was not included when salary increases were voted on because he is a contractor. **Roll Call Vote:** *VanHouten: yes; Mousseau: yes; Knowles: yes; Heethuis: yes; Cunningham: yes.*

**MOTION TO
INCREASE
ASSESSOR'S
CONTRACT
COMPENSATION**

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

- Addition of security cameras to the fire station: There may be an opportunity to have a package with the security system at the township hall and the fire station so it's just in the discussion phase right now.
- Blood drive will be held 8/31/2022 from 2 to 6 PM at the Fire Station.

PUBLIC COMMENT:

PUBLIC COMMENT

Frank Fiala: Regarding the Grooter property, the PC makes the recommendation but it has to

come to the Board to vote on changing the zoning. It will need to be on the agenda for the next meeting. Also, per the Zoning Enabling Act, when an appointment is made to the Planning Commission it should be for the remainder of the term of the person being replaced so that everyone is on staggered intervals.

BOARD COMMENT:

BOARD COMMENT

Cunningham: He is upset about the fact that even with the additional signage, people are still leaving stuff on the ground at the recycling station. The littering ordinance will be in front of the board in August. The election is coming up and everyone will be working hard to make sure it goes well.

Heethuis: We talked about early in the year looking at zoning and do we want to make some changes in zoning. That may have been phase 1 and now we should support an ad-hoc committee to look into possibilities going forward.

Knowles: This board should move finding an in-house zoning administrator to the top of our priority list.

VanHouten: Most definitely in agreement with the in-house zoning and looking forward to the ceremony on Monday. The old fire truck will be placed on the corner of Lynn Drive with a sign on it “Vote August 2”.

Mousseau: Thanks to Mike for all the prep work for the reno and the drop boxes out there. Monday morning, 10 AM, rain or shine!

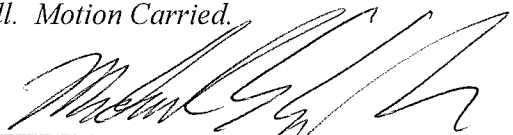
ADJOURNMENT:

ADJOURNMENT

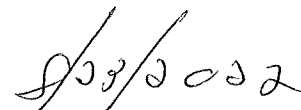
Motion by Mousseau with support from Cunningham to adjourn the meeting at 8:01 PM.

Approved by all. Motion Carried.

Approved by: _____


Michael S. Cunningham, Township Clerk

Date: _____



Respectfully submitted by:

Betsy Frigmanski, Recording Secretary

July 18, 2022