

YANKEE SPRINGS TOWNSHIP
BOARD OF TRUSTEES Regular Meeting

Thursday, June 8, 2023

6:00 pm

Yankee Springs Township Hall
234 N. Briggs Rd., Middleville, MI 49333

MINUTES

MINUTES
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YS Board of Trustees –
Regular Meeting
June 8, 2023

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

PLEDGE OF ALLEGIANCE

**PLEDGE OF
ALLEGIANCE**

INVOCATION

INVOCATION

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

ROLL CALL

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

Visitors: 15

ADDITIONS/CHANGES TO AGENDA:

***Motion by Heethuis with support from Mousseau to add Rep. Rachelle Smit speaking in public
comments and any items in red text to the agenda. Roll Call Vote: Cunningham: yes;
Heethuis: yes; VanHouten: yes; Mousseau: yes; Knowles: yes.***

**MOTION TO AMEND
AGENDA**

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

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

**MOTION TO APPROVE
THE AGENDA**

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

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

**MOTION TO APPROVE
CONSENT AGENDA**

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

- Board minutes 05/11/23 Regular BOT Meeting.
- May 2023 Accounts Payable: Checks #917433 through Check #917476 total amount \$120,785.12.
- May 31, 2023, Payroll Checks #7568 through Check #7598 = \$19,874.79 net amount: May 2023 Fed P/R withholding \$5,502.73.

ACKNOWLEDGEMENT OF VISITORS:

**ACKNOWLEDGEMENT
OF VISITORS**

Catherine Getty, County Commissioner: Reported on activity at the County.

Rachelle Smit, State Representative: Presented an overview of what has been happening since she was elected.

Josh Mosey, Middleville Library Committee: spoke about the need for a new library in Middleville. The current library (located within the school) does not provide the library services that are available in other communities. He provided his contact information for anyone who has questions: jmosey@kdl.org.

John R. Smith (3160 Beatrice): John and Sally bid on and purchased a painting by Annie VanHouten at the Yankee Springs Veterans Event last fall and they are donating it tonight to the Township. The Board was very happy to accept the donation.

Greg Chandler (J-Ad Graphics)

PUBLIC COMMENT: (Limit 3 minutes)

PUBLIC COMMENT

Robin Laansma (precinct delegate for Yankee Springs): Expressed her love of Yankee Springs and appreciation for the Memorial Day event. She commented about the Coman cemetery road repair and her concern that it was still very bumpy.

TREASURER’S REPORT: By Deb Mousseau, Treasurer

TREASURER’S REPORT

- May 2023 Financial Statement and Investment reports were reviewed.

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

MOTION TO APPROVE TREASURER’S REPORT

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

- 2022/2023 Budget amendments

Motion by Mousseau with support from Cunningham to adopt Budget Amendment #3 of the General Fund Budget Resolution # 06-08-2023 1, to amend Yankee Springs Township General Fund-101-Revenue to decrease the REVENUE amount to \$2,689,670.00. Roll Call Vote: Cunningham: yes; Knowles: yes; Mousseau: yes; Heethuis: yes; VanHouten: yes.

MOTION TO ADOPT BUDGET AMENDMENT RESOLUTION #06-08-2023 1

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

Motion by Mousseau with support from Cunningham to adopt Budget Amendment #3 of the General Fund Budget Resolution #06-08-2023 2, to amend Yankee Springs Township General Fund-101-Expenditures to decrease the EXPENDITURE amount to \$2,689,670.00. Roll Call Vote: Heethuis: yes; VanHouten: yes; Knowles: yes; Cunningham: yes; Mousseau: yes.

MOTION TO ADOPT BUDGET AMENDMENT RESOLUTION #06-08-2023 2

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

Motion by Mousseau with support from VanHouten to adopt Budget Amendment #3 of the Fire Equipment Purchase Fund 211 – Resolution #06-08-2023 3, to amend Yankee Springs Township Fire Equipment Purchase Fund 211- Revenue to \$54,475.00 and Expenditures to \$28,385.00. Roll Call Vote: Cunningham: yes; Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes.

MOTION TO ADOPT BUDGET AMENDMENT RESOLUTION #06-08-2023 3

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

Motion by Mousseau with support from Cunningham to adopt Budget Amendment #3 of the Special Assessment Weeds Fund 213 Resolution #06-08-2023 4, to amend Yankee Springs Township Special Assessment Weeds Fund 213 Revenue to \$46,000 and Expenditures to \$41,400. Roll Call Vote: Knowles: yes; Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.

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

Motion by Mousseau with support from Knowles to adopt Budget Amendment #3 of the Veteran's Memorial Fund-293 Resolution #06-08-2023 5, to amend Yankee Springs Township Veteran's Memorial Fund 293 Revenue to \$260.00 and Expenditures to \$450.00. Roll Call Vote: Cunningham: yes; VanHouten: yes; Mousseau: yes; Heethuis: yes; Knowles: yes.

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

- 2023/2024 Budget prep overview
 - A spreadsheet was prepared with various salary increase percentages to consider before the budget meeting.
 - Costs are increasing:
 - Inflation
 - Office expansion – utilities, cleaning, insurance etc.
 - Focus on Planning & Zoning – Increased staff/hours.
 - Increased workloads due to legislative changes – Voting cost
 - The need to offer competitive wages.
 - Revenue leveling off.
 - No Census/ARPA windfalls
- 6/14/2023 Budget Creation Meeting at 3 PM
- 6/28/2023 Budget Adoption Public Hearing at 6 PM

CLERK'S REPORT: By Mike Cunningham, Clerk

- June 2023 Current Invoice Journal approval as of 06/8/2023 \$87,420.18.

Motion by Heethuis with support from Mousseau to approve the June 2023 Current Invoice Journal as of 06/28/2023 totaling \$87,420.18. Roll Call Vote: Knowles: yes; VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes.

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

- Elections update:
 - No August election.
 - No details on prop 22 yet but are expecting to have the required 9 days of early voting here at the township hall.

COMMITTEE REPORTS:

Recycling Committee:

- May 22 and June 8 meetings.
 - The committee set up a table at the recycling system again, Saturday 5/20/2023 to provide information and survey recyclers.
 - The information was similar to the first survey. There are two open spots on the

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**MOTION TO ADOPT
BUDGET AMENDMENT
RESOLUTION
#06-08-2023 4**

**MOTION TO ADOPT
BUDGET AMENDMENT
RESOLUTION
#06-08-2023 5**

CLERK'S REPORT

**MOTION TO APPROVE
INVOICE REGISTER**

**RECYCLING
COMMITTEE REPORT**

committee and one possible committee member was identified.

Park Committee:

- GFWC Treasures of the Trunk Saturday, 07/29/2023 from 10:00 AM to 2:30 PM.
 - Plans are coming along well but more funding is needed.
 - There will be many events including 4H animals this year.
- The parking lot paving project is complete.
 - Sprinklers were installed in the landscaping in the center last week, and hydro seeding was done this week.
 - We have not received all the bills yet.
 - Parking lot bumpers may be needed for the 12 interior parking spaces.

**PARK COMMITTEE
REPORT**

Zoning Board of Appeals:

- Regular meeting May 9, 2023
 - Applicant requesting relief from lakeside setback requirements to allow a second story deck that was already built without zoning approval or a building permit. The requested variance was denied. A one-foot variance was approved to allow a small 4' second-story deck for safety reasons.
- No June meeting.
- Next meeting will be 07/11/2023 if needed.

ZBA REPORT

Planning Commission:

- PCI May 2023 report in packet.
- May 2023 Complaint log in packet.
- Regular meeting held 05/18/2023.
 - The Planning commission is recommending amended text for describing frontage, amended a drawing for waterfront lots, and text for setback requirements.
 - Tabled minimum side setbacks and that will be brought up again at next week's meeting. Possibly may change the requirements to differ based on zoning.
 - Joe Shea requested information regarding the Right to Farm act and was instructed to contact the attorney.
 - Update of the violation of Township Ordinance 111, the Nuisance and Storage Ordinance, on M-179.
 - The judge directed the two attorneys to meet and try to reach a resolution that ensures compliance with the township ordinance.
- Mr. VanHouten requested that the PC look at defining how line of sight applies on lakefront properties. It is something that comes up often and the ZBA would like clarification on what the rule should be.
- Next meeting 06/15/2023.

PC REPORT

Fire/EMS Report:

- May 2023 Fire/Emergency Medical response in packet.
- Firefighters Breakfast will be Saturday, July 1 from 7 AM – 10:30 AM.
- Welcomed two new members to the team: Cody Eister, firefighter and EMT, and Tyler Bridgeman, firefighter. They are graduates from the Barry County Fire Academy and are now State of Michigan Bureau of Fire Services certified.
- Thanked the Fire Department for all the work they did in conjunction with the Memorial Day event and for assisting in Township events every year.
- Future Fire Station project – storage addition needed for fire equipment and election equipment.

FIRE/EMS REPORT

Water Advisory Committee:

- 06/06/2023 meeting
- GLASWA meeting 06/01/2023.
- GLASWA Articles of Incorporation update discussion: Summary of the discussion.
 - Back in 2018 EGLE required an addition to the process of sewage treatment. When funding the Sewage Treatment Plant addition (attorney setting up the bond) it was found that the Articles are not being followed properly. In reviewing the articles, the GLASWA board recognized that GLASWA has never really operated in accordance with the articles.
 - Operating in strict accordance with the current articles would put more burden on the townships and could result in a dysfunctional organization that might jeopardize the long-term viability of the sewer system.
 - Key differences between the articles and actual practice are:
 - Rates would be set by the GLASWA board (unanimous approval required) instead of each township setting different rates.
 - GLASWA bills system customers directly rather than each township doing its own billing.
 - All the easements are made out to Barry County Public Works which is not an active Board so that needs to be corrected as well.

GLASWA would like to know if the Board would consider signing a new contract if they go through the work and expense to rewrite them.

Motion by Heethuis with support from Mousseau that we support the attorney and GLASWA to continue their investigation and draw it up for consideration by the Board. Roll Call Vote:

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

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

Veterans Memorial Committee:

- Memorial Day Observance Report:
 - Attended by 163 residents this year (up from 75 last year).
 - The program went very well and all those who participated did a great job. The flyover was a nice addition this year.
 - The generous food donated by the Curly Cone was very much appreciated.

Board Action Items:

- Office/Hall Renovation Project update:
 - Used desk components were installed 5/30/2023 in the Supervisor's office.
 - Used desk furnishings from the old reception area were installed in the assessor's office 5/11/2023. The old desk from the assessor's office is now being used for the work area "public" desk.
 - New blinds were installed in the treasurer's office "service" window and the 20 + year old blinds from the old office have been reinstalled.
 - An audio system is being researched. A preliminary quote indicates at least \$5,000 in equipment. This is similar to sound systems in buildings such as Bowens Mills Chapel that have good sound. More to come in the next couple of months.
 - Open House Date set for 7/18/2023 from 6 PM-8 PM.
- Parking Lot Bumpers may be needed in the park, particularly in the winter. The Township has a bid from B&R Excavating to install them.

**WATER ADVISORY
COMMITTEE REPORT**

**MOTION TO SUPPORT
GLASWA REVISED
CONTRACT WRITING**

**VETERANS
MEMORIAL
COMMITTEE**

**OFFICE RENOVATION
PROJECT UPDATE**

**MOTION TO
PURCHASE
CONCRETE BUMPERS
FOR PARKING LOT AT
THE PARK**

**MOTION TO APPROVE
\$7,000 FOR PURCHASE
OF A NEW STORAGE
SHED**

**MOTION TO APPROVE
RENEWAL OF
INSURANCE
COVERAGE**

**MOTION TO APPROVE
RENEWAL OF
WORKERS'
COMPENSATION
INSURANCE**

**MOTION TO RENEW
CONTRACT WITH
ASSESSOR DAN
SCHEURMAN**

Motion by Cunningham with support from Heethuis to install 12 concrete bumpers for the parking spaces facing into the sloped drainage/landscape area of the new park parking lot for \$3,250. Roll Call Vote: Heethuis: yes; Mousseau: yes; VanHouten: yes; Cunningham: yes; Knowles: yes.

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

- Storage Shed Replacement
 - The 10' x 14' storage shed behind the office was built in 1971 and is now in very bad condition.
 - We have a quote for a replacement shed made of wood with a metal roof for \$6,768 from Michigan Dutch Barns Inc. This includes removal of the old shed.
 - The Home Depot quote for a similar shed is \$8,320.74 and does not include removal of the old shed.
 - The cost of the purchase and installation would be in our next fiscal year (July/August 2023).

Motion by Cunningham with support from Knowles to approve the removal of our old shed and installation of a new shed for up to \$7,000 from Michigan Dutch Barns. Discussion: The additional \$232 is to cover additional removal costs if needed. This is the same size as the old one so it would sit on the same cement pad. Roll Call Vote: Knowles: yes; VanHouten: yes; Heethuis: yes; Mousseau: yes; Cunningham: yes.

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

- 2023/2024 Insurance and Workers' Compensation Renewals
 - The premium has increased 47% since last year, largely due to the increased coverage for the expanded office.
 - Workers' compensation premium showed a very small decrease.

Motion by Heethuis with support from VanHouten to approve renewing Insurance Coverage for 2023/2024 for a premium of \$32,315.75. Roll Call Vote: VanHouten: yes; Mousseau: yes; Knowles: yes; Heethuis: yes; Cunningham: yes.

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

Motion by Cunningham with support from Mousseau to approve renewal of our Workers' Compensation insurance to approve renewal of our workman's compensation insurance for 2023/2024 for a premium of \$1,427. Roll Call Vote: Knowles: yes; Mousseau: yes; Cunningham: yes; VanHouten: yes; Heethuis: yes.

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

- Assessor Contract Renewal: The contract specifies that he gets the same percentage annual increase as the rest of the staff.

Motion by Cunningham with support from Knowles to renew our contract with Assessor Dan Scheurman for 7/1/2023 through 6/30/2025 under the same terms and conditions as the previous contract. Roll Call Vote: Cunningham: yes; VanHouten: yes; Knowles: yes; Heethuis: yes; Mousseau: yes.

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

- The Poverty Exemption Income Guidelines and Asset Test is approved every year in January.
- This year's assessing audit indicated that some of the text is no longer valid, so the text needs to be corrected.
- Resolution 06-8-2023 6 is the correct language and needs to be in place before the Board of Review takes place in July.

Motion by Cunningham with support from Mousseau to adopt resolution 06-08-2023 6 Poverty Exemption Income Guidelines & Asset test. Roll Call Vote: Cunningham: yes; Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes.

MOTION TO ADOPT
RESOLUTION
06-08-2023 6

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

- Coman Cemetery road maintenance update:
 - This was approved at the May board meeting.
 - It was graded and the asphalt millings were put down. There are extra millings there that will be added as the road is used and packed down.
- Christmas Committee update/discussion:
 - It will be held Friday, November 24 at 6:00 PM and they have found a place to have it.
 - Anyone who wants to be on the committee should contact Dave VanHouten.
- 2023 Newsletter update
 - The deadline for submitting articles is June 15th.
 - The goal is to mail the newsletter by July 1st.
 - Send your articles to Sandy.
- Blood drives are scheduled for June 20 and August 22 at the Fire Station.

PUBLIC COMMENT:

PUBLIC COMMENT

Sandy Marcukaitis: Thanked Larry for the tour of the Water Department for the women's group. Also thanked Dave for the Veterans' event and Greg Chandler for his write up. Also inquired if they could get a discount on a second barn from Dutch Barns so they could use one at the park.

Cheryl Lewis Blake (from Rutland Township): She is a retired health care executive who is involved with the Blue Zones Group. She explained what the Blue Zones is and how a group of volunteers is trying to improve the lives of our community. There will be a community event on June 14 that is free to attend at the Barry County Fairgrounds. Complimented Mrs. Mousseau on how well the budget presentation was done.

Robin Laansma: Spoke against the Blue Zones. She feels their goal is to impose their beliefs upon other people. Their goal is a 95% plant-based diet. She believes this is unfair to the community members who are in agriculture.

David Laansma: Agreed with what his wife said. They are certainly not opposed to a healthy lifestyle, but they are against seeing a lifestyle imposed on people.

BOARD COMMENT:

Cunningham: Another good meeting. The budget meeting is one of the biggest things of the year coming off a year with a big project.

Knowles: Recognized everyone that was involved with the Memorial Day event and that VanHouten did a great job. Also appreciated the effort that went into getting and installing the used furniture. It saved the community a lot of money.

Mousseau: Thanked John and Sally Smith for the painting and thanked them for their service. Thanked Dave and everyone involved for the Memorial Day event. Thanked Mike for his help with making the budgeting easier.

VanHouten: I like the way we do business. It is enjoyable and we get a lot done. Thanked John and Sally for the donation.

Heethuis: Thanked Dave again for what a nice job he has done with the Veteran's Memorial event.

ADJOURNMENT:

Motion by Cunningham to adjourn the meeting at 7:44 pm. Approved by all. Motion Carried.

Approved by:  Date: 7/20/2023
Michael S. Cunningham, Township Clerk

Respectfully submitted by:
Betsy Frigmanski, Recording Secretary
June 13, 2023

BOARD COMMENT

ADJOURNMENT