

YANKEE SPRINGS TOWNSHIP  
BOARD OF TRUSTEES  
Special Meeting – 2023/2024 Budget Meeting

Wednesday, June 14, 2023  
3:00 pm  
Yankee Springs Township Hall  
234 N. Briggs Rd., Middleville, MI 49333  
MINUTES

MINUTES  
Page 1 of 3  
YS Board of Trustees –  
Special Meeting  
June 14, 2023

Meeting called to order at 3:01 PM by Supervisor Rob Heethuis

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

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

**Staff Present:** None

**Visitors:** None

**PLEDGE OF  
ALLEGIANCE**

**INVOCATION**

**ROLL CALL**

**ADDITIONS/CHANGES TO AGENDA:**

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

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

**MOTION TO ACCEPT  
AGENDA**

**Board Action Items:**

- Water System 2023/2024 Budget:
  - This budget was approved by the Water Advisory Board at their 06/06/2023 meeting and recommended to the township for approval.
  - Budgeted expenses are lower than in the previous two years.

**Motion by Mousseau with support from Cunningham to approve the 2023/2024 water system budget as presented.** Discussion: Final approval will be given at the 06/28/2023 meeting. **Roll Call Vote: Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; VanHouten: yes.**

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

**MOTION TO  
APPROVE  
WATER SYSTEM  
2023/2024 BUDGET**

- 2023/2024 Yankee Springs Township Fiscal Year Budget
  - Discussions and development of the 2023/2024 budget that will be adopted at the 06/28/2023 Budget Public Hearing.
  - Last year's wage increase was 8% based on the inflation rate. Social Security gave an 8.7% increase this year.

- The Board discussed approving a cost-of-living increase across the board with an extra increase for the positions of Clerk and Treasurer based on the increasing job responsibilities for those positions.

Motion by Heethuis with support from Mousseau to approve an across-the-board increase of 8.7% for all salaries, meetings, training, and hourly pay rates for fiscal year 2023/2024 effective 07/01/2023. Roll Call Vote: Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham; yes; VanHouten: yes.

MOTION TO APPROVE INCREASE OF 8.7% FOR ALL PAY RATES

Yes: 5, No: 0. MOTION CARRIED

Motion by Mousseau with support from Knowles that for the position of Clerk the increase will be to 11% total. Roll Call Vote: Cunningham: no; Mousseau: yes; Knowles: yes; Heethuis: yes; VanHouten: yes.

MOTION TO APPROVE INCREASE TO 11% FOR CLERK POSITION

Yes: 4, No: 1. MOTION CARRIED

Motion by Heethuis with support from Knowles to make the increase to the Treasurer's stipend to 11% total. Roll Call Vote: Heethuis: yes; Mousseau: no; VanHouten: yes; Cunningham: yes; Knowles: yes.

MOTION TO APPROVE INCREASE TO 11% FOR TREASURER POSITION

Yes: 4, No: 1. MOTION CARRIED

- Discussion took place regarding the capital projects planned for the next fiscal year.
  - Currently the only projects that have been approved are the new shed and the matching grant for the park (totaling \$47,000).
  - The Board discussed including \$107,000 in the 2023/2024 budget for additional capital projects. Even when included in the budget, each project would still have to be approved by the Board before starting.
- Mr. VanHouten reviewed some of the items that the Fire Department would like to purchase in the next year.
  - It is expected that the Fire Station will need a new roof soon, if not in this fiscal year.
  - The Board discussed some of the other items and how the Board should allot funds for the Fire Department's use.
  - It was decided to budget \$30,000 for Fire Department purchases but the Board would still approve the individual expenditures.
- The Veteran's Memorial Committee has approximately \$5,500 in projects that they would like to complete next year.
  - Discussion took place as to whether the Township would be able to contribute any money from the general fund to the committee's budget or if it must be all done by donation.
  - It may be possible to ask the Casino to designate the Veteran's Memorial Fund as the recipient of a portion of their donation.
  - The Board needs to confirm with the attorney how that should be handled.
- At this time the Board plans to make the scheduled payments for the Installment Purchase Loan as interest rates are currently high on investments. This will be reassessed at next year's budget meeting.

Motion by Cunningham with support from VanHouten to accept the 2023/2024 Fiscal Year Budget as presented, and as amended by the Board at this meeting for adoption at the 06/28/2023 budget public hearing. The Treasurer will incorporate the approved amendments into the budget for posting, and for the 06/28/2023 public hearing. Roll Call Vote: Cunningham; yes; Knowles: yes; Mousseau: yes; Heethuis: yes; VanHouten: yes.

MOTION TO ACCEPT THE 2023/2024 FISCAL YEAR BUDGET

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

- Mugen Construction Pay Application #12: This is the final payment and considered acceptance of the job. This does include the snow bar.

*Motion by Cunningham with support from Knowles to pay the final contract payment Application #12 for \$53,306.75.* Discussion: There are a couple of minor items that will be completed in the near future and there is also a year warranty on the entire work. **Roll Call Vote:** *Cunningham; yes; Mousseau; yes; Knowles; yes; VanHouten; yes; Heethuis; yes.*

**MOTION TO  
APPROVE FINAL  
PAYMENT TO  
MUGEN  
CONSTRUCTION**

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

**PUBLIC COMMENT:**

None.

**PUBLIC COMMENT**

**BOARD COMMENT:**

**Mousseau:** Thanked everyone and it was nice to have plenty of room to spread out in the new office. Thanked Betsy for her work and doing a great job on the minutes.

**VanHouten:** Thanked Deb for the hard work. Every time we do this it becomes a little clearer and I appreciate the discussions regarding the fire department and the vets.

**Cunningham:** Appreciates the work that Deb puts into the budget. The discussions are very fruitful, and we should have these kinds of detailed discussions.

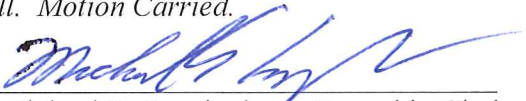
**Knowles:** Thanks for everyone's hard work on this and just getting to come in and vote.

**Heethuis:** Talking with Mike, Deb and Alice and projecting the next year's projects, I appreciate the hard work.

**BOARD COMMENT**

**ADJOURNMENT:**

*Motion by Cunningham with support from VanHouten to adjourn the meeting at 4:34 PM*  
*Approved by all. Motion Carried.*

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

**ADJOURNMENT**

Respectfully submitted by:  
Betsy Frigmanski, Recording Secretary  
June 19, 2023