

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

**Thursday, October 14, 2021**

**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  
October 14, 2021**

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

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

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

**Staff Present:** John Frigmanski, Rich Beukema, Frank Fiala

**Visitors:** 10

**ADDITIONS/CHANGES TO AGENDA:**

**Motion by Cunningham with support from Knowles to add park mulch to the Park Committee report, add appointment of Roger Swets as the township agent related to the office renovation project, and add a closed session with attorney Rob Thall after the second public comment.**

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

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

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

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

**APPROVAL OF CONSENT AGENDA:**

- Board Minutes: 09/09/2021 BOT Meeting and 09/30/2021 BOT Special Meeting.
- September Accounts Payable: Checks #916527 through #916573; total amount: \$64,857.57.
- September 30, 2021 Payroll Checks #7082 through #7104 = \$13,142.16 net amount; September 2021 Fed P/R withholding \$3,359.22; State quarterly P/R withholding \$1,992.15.

**Motion by Cunningham with support from Mousseau to correct the 9/9/2021 minutes to remove the words "by the Fire Department" from the last sentence of the Fire/EMS Committee report.**

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

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

**CALL TO ORDER**

**PLEDGE OF  
ALLEGIANCE**

**INVOCATION**

**ROLL CALL**

**ADDITIONS/CHANGES  
TO AGENDA**

**MOTION TO ACCEPT  
AGENDA**

**MOTION TO AMEND  
MINUTES FROM 9/9/2021  
MEETING**

**Motion by Cunningham with support from Knowles to approve the consent agenda with the amended 9/9/2021 board minutes. Roll Call Vote:** Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; VanHouten: yes.

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

**ACKNOWLEDGEMENT OF VISITORS**

Robert Thall, YST Attorney from Bauckham, Sparks, et al., and Greg Chandler from J-Ad Graphics

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

None

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

- September 2021 Financial Statement and Investment reports were reviewed.
- It was pointed out that the Veterans Memorial was completed at a cost of \$16,654.64 which was under the approved amount of \$18,000.
- American Rescue Plan update: 1/2 of the funds were received in September in the amount of \$233,254.00. Second half should be received in about eleven months.

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

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

- 2021 Audit report is included with the minutes. The auditor will attend the next board meeting to explain the report and answer any questions the Board may have.

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

- The current invoice register through 10/14/21 is \$57,844.80.

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

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

- Snow Plow Bids: One bid was received from DK Landscape Management.
  - They have done snowplowing and lawn care for the township in the past.
  - This bid was 78% higher than previously paid in 2019 but it was the only bid received.
  - Cost would be \$480.00 each time assuming all areas are plowed.

**MOTION TO APPROVE  
CONSENT AGENDA**

**ACKNOWLEDGEMENT  
OF VISITORS**

**PUBLIC COMMENT**

**TREASURERS REPORT**

**MOTION TO ACCEPT  
TREASURERS REPORT**

**CLERK'S REPORT**

**MOTION TO APPROVE  
CURRENT INVOICE  
REGISTER**

**Motion by Cunningham with support from Knowles that we accept this bid for snowplowing for the 2021-2022 season. Roll Call Vote: Knowles: yes; Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.**

Yes: 5, No: 0. MOTION CARRIED.

- Elmwood Beach Association is looking at a special assessment for some road repairs.
- This will be next year or maybe even the year after.
- Recycling committee update - First meeting was held on October 4.
  - Members are Sally Smith, Melody Bowman, Tom Mawson, and Mike Cunningham. A chairman will be appointed.
  - The task is to provide the board with a report of what we are doing now compared to one or two alternates, and a recommendation of whether we should stay with what we are doing or should we change.

**MOTION TO ACCEPT  
SNOWPLOWING BID**

**COMMITTEE REPORTS:**

**Park Committee**

- Two memorial benches have been installed. Appreciated Cunningham, Shira, and VanHouten doing that work.
- More baseball equipment has arrived.
- The Park Committee wants approval to purchase playground mulch and have it installed.

**PARK COMMITTEE  
REPORT**

**Motion by Cunningham with support from Knowles to okay the playground mulch not to exceed \$3,500 to be installed when Sandy tells us it should be installed, in the spring.**

Discussion: This is the same vendor and same type of mulch that has been used in the past. What is there, is not in good shape anymore so it is time for it to be replaced. **Roll Call Vote: Mousseau: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; VanHouten: yes.**

Yes: 5, No: 0. MOTION CARRIED.

**MOTION TO APPROVE  
PURCHASE OF  
PLAYGROUND MULCH**

**Zoning Board of Appeals Report**

- September 14 meeting: One request to build an addition to a garage to facilitate sleeping quarters.
  - Applicant was denied the 19' setback from the lake.
  - Approved the setback of 9' 6" from the road and approved the addition above the garage.

**ZBA REPORT**

**Planning Commission Report**

- September 2021 PCI Report and Complaint Log attached to minutes.
- Had a request for guest quarters on Elmwood Beach which was put on hold until October due to a publishing error.
- Approved an accessory building on a vacant lot on England Drive.
- PC is recommending denial of rezoning request on Bowens Mill Road. Changing the zoning from Ag to Rural Residential would not be following the Township's

**PC REPORT**

Master Plan.

- Held an extra meeting on September 28 to discuss private roads, the CIP, home occupations further.
- Planning commission is asking for permission to hold additional meetings on these topics.
- Board agreed that these additional meetings should be held.

MINUTES  
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#### Fire/EMS Committee

- September 2021 Yankee Springs Township Fire/Emergency Medical Responses attached.
- Fire Station fuel tank proposal: (copy of proposal is attached)
  - According to a study conducted, it would save \$5,760.00 to fuel onsite.
  - Cost to do that is expected to be a little bit more than \$2,665.00.
  - It would be an asset to the township.
  - Other townships who have done this have had no problems and have not seen an increase in insurance rates.
  - Still doing research on the emergency shut off but will make sure that happens if approved.
  - There will be an on/off switch inside the building to deter theft.

FIRE/EMS REPORT

**Motion by VanHouten with support from Knowles to approve the purchase and installation of a 550-gallon #2 diesel tank at the Fire Station to reduce the costs associated with refueling Fire Department equipment for a cost not to exceed \$4,000. Roll Call Vote: Cunningham: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes.**

MOTION TO APPROVE  
PURCHASE OF DIESEL  
TANK FOR FIRE  
DEPARTMENT

Yes: 5, No: 0. MOTION CARRIED.

#### Water Advisory Committee

WATER ADVISORY  
REPORT

Greg Purcell (chair of Water Advisory Board) spoke on behalf of the Water Advisory Board

- The Water Advisory Board retained Attorney Rob Thall to assist with rewriting the Water Supply System Utility Ordinance.
  - Greg Purcell gave a brief overview of the changes the board is recommending. A copy of the draft ordinance is attached to the minutes.
  - Suggestion by Cunningham that the board ask questions and get more information and vote at a following meeting.
    - Questions were asked by the Board and answered by Mr. Purcell and Mr. Thall.
    - It will be on the agenda to vote on the ordinance in November.
    - There is a possibility of grant funds available to extend the water system.
    - Rob Heethuis has been in contact with Representative Julie Calley regarding available funds.
- October 6 meeting minutes attached.
- Yankee Springs Meadows water system update:
  - The request was made by Yankee Springs Meadows for the Township to

- extend the water system but it was deemed to be too expensive.
- They are looking at an arsenic removal system to take care of that problem.

VETERANS  
COMMITTEE REPORT

**Veterans Committee Report**

- Veterans Day, Thursday, November 11: The committee wants to hold a ceremony at 11:11 on November 11.
  - Music and equipment will be provided by Mick Lane.
  - Promotions, tables and water are being provided.
  - No honor guard or formal ceremony.
  - Looking for suggestions for speakers on the topic of Veterans Day.
  - Asking for help promoting the ceremony through word of mouth, social media, etc.

**BOARD ACTION ITEMS:**

- PCI Contract
  - The contract was not signed earlier this year as the Township had requested some changes last December and was waiting for the corrected contract.
  - PCI has resubmitted the contract with the corrections.
  - It is a two-year contract but is dated back to cover 2021 and 2022.
  - There is a clause that allows either party to terminate for any reason with 60 days' notice.

MOTION TO APPROVE  
CONTRACT WITH PCI

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

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

- Henika Library: The library has a plan to add the 34% of Yankee Springs Township residents that reside within the bounds of Wayland Union School district to the service area of the Henika District Library.
  - The library would like to put it on the ballot next year to have people vote if they want to be included.
  - The library has invited board members to attend the library meeting on December 14.
  - Middleville is also looking at making changes with the Thornapple Kellogg Library and that may be on a future ballot as well.
- Office renovation project

MOTION TO  
ELIMINATE OFFICE  
RENOVATION OPTION  
#4

**Motion by Mousseau with support from Cunningham to eliminate Option #4, which was the "flip flop" option. Roll Call Vote:** *Knowles: yes; Mousseau: yes; Cunningham: yes; VanHouten: yes; Heethuis: yes.*

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

**Motion by Cunningham with support from Mousseau to build the large office design as shown in Options 1, 3, and 6 at a cost of \$909,000.** Discussion: This is to approve the large footprint and eliminates Options 2 and 5. **Roll Call Vote:** *VanHouten: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; Mousseau: yes.*

MOTION TO BUILD  
LARGE OFFICE DESIGN  
PER OPTIONS 1, 3, & 6

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

MOTION TO  
RENOVATE HALL  
PER OPTION #6

Motion by Mousseau with support from VanHouten to renovate the hall as drawn in Option #6 at a cost of \$291,000. Discussion: Design #6 has some changes that were not included in Option #1. **Roll Call Vote:** Cunningham: yes; Mousseau: yes; Knowles: yes; VanHouten: yes; Heethuis: yes.

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

Motion by Knowles with support from Mousseau that we do not entertain the kitchen and restrooms as designed by Fleis and Vandenbrink. Discussion: The committee had not looked at those pieces until recently and the drawings were not necessarily what the committee wanted. The cost was considered high. **Roll Call Vote:** Cunningham: yes; Knowles: yes; Mousseau: yes; Heethuis: yes; VanHouten: yes.

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

- Noted that these are conceptual drawings and that the Township will ask Fleis and Vandenbrink to proceed by getting bids.
- Knowles would like to specify a date that bids must be done.

Motion by Heethuis with support from Knowles to appoint Roger Swets of Dickinson Wright PLLC to represent the Township in connection with borrowing funds to be used for the construction of Township Hall improvements through an installment purchase agreement. **Roll Call Vote:** VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes.

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

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

John R. Smith: Under your leadership we have been able to accomplish in less than a year what Yankee Springs Township hasn't been able to accomplish in years. Well done and thank you.

Motion by Heethuis at 7:25 p.m. with support from Cunningham that the Township Board meet in a closed session under Section 8(h) of the Open Meetings Act, pursuant to Section 13(1)(g) of the Freedom of Information Act, to consult with our attorney regarding a written legal opinion. **Roll Call Vote:** Heethuis: yes; Mousseau: yes; VanHouten: yes; Cunningham: yes; Knowles: yes.

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

Motion by Knowles with support by Heethuis to come out of Closed Session at 8:28 p.m. **Roll Call Vote:** Knowles: yes; Heethuis: yes; Mousseau: yes; Cunningham: yes; VanHouten: yes.

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

**BOARD COMMENT:**

Mousseau: No Comment.

**MOTION TO NOT  
INCLUDE RESTROOMS  
AND KITCHEN**

**MOTION TO APPOINT  
ROGER SWETS TO  
REPRESENT TOWNSHIP  
IN CONNECTION WITH  
BORROWING FUNDS  
FOR RENOVATION  
PROJECT**

**PUBLIC COMMENT**

**MOTION TO MOVE  
BOARD INTO CLOSED  
SESSION**

**MOTION TO COME OUT  
OF CLOSED SESSION**

**BOARD COMMENT**

**VanHouten:** No Comment.

**Knowles:** Thanked Dave VanHouten and Mike Cunningham for putting in the benches at the park. Knowles also thanked Mike Cunningham and his family for decorating the hall entrance for fall.

**Cunningham:** We accomplished something good and we have to carry it across the finish line about this time next year probably. (Re: Office Renovation approved this evening).

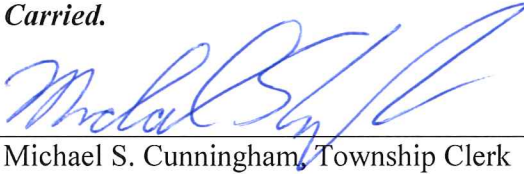
**Heethuis:** Thanked Rob Thall for being at the meeting this evening.

ADJOURNMENT

**ADJOURNMENT:**

***Motion by Heethuis with support from Mousseau to adjourn meeting at 8:30 PM. Approved by all. Motion Carried.***

Approved by:

  
Michael S. Cunningham, Township Clerk

Date:



Approved by Board of Trustees: Nov. 11, 2021

Respectfully submitted by:

Betsy Frigmanski, Recording Secretary  
October 19, 2021