

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

**Thursday, September 14, 2023**

**6:00 pm**

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

**MINUTES**

**MINUTES**  
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YS Board of Trustees –  
Regular Meeting  
September 14, 2023

Meeting called to order at 6:00 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:** Dennis Buist, Frank Fiala, Rich Beukema, Brad Williams, Joe Shea, Sandy Marcukaitis

**Visitors:** 7

**ADDITIONS/CHANGES TO AGENDA:**

**Motion by Cunningham with support from VanHouten to add all items in red text to the agenda.** *Roll Call Vote: Cunningham: yes; VanHouten: yes; Knowles: yes; Heethuis: yes; Mousseau: yes.*

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

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

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

- Board minutes 08/10/2023 Regular BOT meeting.
- August 2023 Accounts Payable: Checks #917575 through Check #917622 total amount \$52,583.79.
- August 31, 2023, Payroll Checks #7646 through Check #7666 = \$18,698.10 net amount. August 2023 Fed P/R withholding \$5,381.04.

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

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

**ACKNOWLEDGEMENT OF VISITORS:**

**Greg Chandler (J-Ad Graphics)**

**PLEDGE OF  
ALLEGIANCE**

**INVOCATION**

**ROLL CALL**

**MOTION TO AMEND  
AGENDA**

**MOTION TO ACCEPT  
AGENDA**

**MOTION TO APPROVE  
CONSENT AGENDA**

**ACKNOWLEDGEMENT  
OF VISITORS**

Jaimee Desjardins (PLM Environmental Scientist)

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

None

**PAYNE LAKE WEED CONTROL SPECIAL ASSESSMENT DISTRICT 23-4 PUBLIC HEARING**

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

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

- The plan and cost structure for the Payne Lake Weed assessment was shared.
- The amount of the assessment will be \$172.00 for front lot parcels and \$84.00 for back lot parcels.
- This is less than has been assessed in the past because there were funds left over from past assessments and this will be enough to cover the costs for the next five years.
- All costs associated (postage and mailing) will come from the fund as well.

No public comment.

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

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

*Motion by Cunningham with support from Knowles to adopt Resolution 09-14-2023 1 accepting the plans and the estimated cost and creating the Payne Lake Aquatic Plant Control Special Assessment District No. 23-4 and setting the date for the second public hearing for 10/12/2023 @ 6:00 PM. Roll Call Vote: Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes; Knowles: yes.*

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

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

- August 2023 Financial Statement and Investment reports were reviewed.

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

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

*Motion by Mousseau with support from Cunningham to adopt Budget Amendment #1 of the General Fund Budget Resolution # 09-14-2023 2 to amend Yankee Springs Township General Fund-101-Revenue to decrease the REVENUE amount to \$1,647,710. Roll Call Vote: Knowles: yes; Cunningham: yes; Heethuis: yes; VanHouten: yes; Mousseau: yes.*

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

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**PUBLIC COMMENT**

**PAYNE LAKE WEED  
CONTROL SPECIAL  
ASSESSMENT PUBLIC  
HEARING**

**MOTION TO CREATE  
THE PAYNE LAKE  
AQUATIC PLANT  
CONTROL SPECIAL  
ASSESSMENT DISTRICT**

**TREASURER'S REPORT**

**MOTION TO APPROVE  
TREASURER'S REPORT**

**MOTION TO ADOPT  
BUDGET AMENDMENT  
#1 TO DECREASE  
REVENUE AMOUNT**

Motion by Heethuis with support from Knowles to adopt Budget Amendment #1 of the General Fund Budget Resolution # 09-14-2023 3 to amend Yankee Springs Township General Fund-101-Expenditures to decrease the EXPENDITURE amount to \$1,647,710.

**Roll Call Vote:**

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

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

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

- September 2023 Current Invoice Journal approval as of 09/14/2023 \$42,436.79.

Motion by Mousseau with support from Knowles to approve the September 2023 Current Invoice Journal as of 09/14/2023 totaling \$42,436.79. Roll Call Vote: VanHouten: yes; Heethuis: yes; Knowles: yes; Cunningham: yes; Mousseau: yes.

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

- There will not be a November election in Yankee Springs Township.
- Details about the 9 days of early voting are still being decided and communicated.
- The county clerk will not be offering county wide early voting sites.
- A plan to combine various townships has been proposed, with Yankee Springs and Orangeville being combined. Both townships would prefer to handle their own early voting.

Motion by Cunningham with support from VanHouten to NOT combine Yankee Springs Township 2024 Presidential Primary Early Voting with any other township, county, or municipality. Roll Call Vote: VanHouten: yes; Mousseau: yes; Heethuis: yes; Cunningham: yes; Knowles: yes.

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

- The Presidential Primary date has not been confirmed yet.
- We will need to purchase some new equipment – An additional tabulator at a minimum of \$7,000.00.

**COMMITTEE REPORTS:**

**Recycling Committee:**

- 08/28/2023 meeting. Next meeting 10/09/2023.
- Recycling survey scheduled for 10/07/2023 at the recycling site.
- Barry County grant request for postage for mailing informational postcards was approved and has been completed.

**Park Committee:**

- Trail update: An ad-hoc committee met with Yankee Springs DNR personnel and there was interest in a handicapped accessible trail.
  - Two possibilities are going to be suggested by the DNR for the trailhead location.
  - The path would be a 10' wide asphalt trail to be handicapped accessible and to allow for use by emergency vehicles if needed.
  - Funding for the trail was discussed and possible availability of grants that could

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**MOTION TO ADOPT  
BUDGET AMENDMENT  
#1 TO DECREASE  
EXPENDITURE AMOUNT**

**CLERK'S REPORT**

**MOTION TO APPROVE  
INVOICE REGISTER**

**MOTION TO NOT  
COMBINE EARLY  
VOTING WITH OTHER  
TOWNSHIP, COUNTY OR  
MUNICIPALITY**

**RECYCLING  
COMMITTEE REPORT**

**PARK COMMITTEE  
REPORT**

cover 100% of the trail cost.

- Pickleball/Basketball court grant update:
  - A committee met with an individual from the state of Michigan that is responsible for the grant requests. This individual made the following suggestions in order to increase the “points” of the changes and therefore the likelihood of receiving the grant.
    - The grant request will switch the basketball and pickleball court locations compared to our current park plan.
    - The first concern was to be handicapped accessible. There is enough space to put in an asphalt walkway and gates between the two courts.
    - Using recycled material for benches.
    - Using native species plants for landscaping and a recyclable windbreak on the south end of the park.
    - Suggested having an ADA expert come in to review the set-up of the park. This person was contacted and will write a report to assist with the grant.
    - These suggested changes will incur an additional cost for a total project of \$175,000.00.
    - The park committee will need to submit the grant request by October 1<sup>st</sup>.

**Motion by Heethuis with support from VanHouten to adopt Resolution 09-14-2023 4 to apply for a \$131,250 Department of Natural Resources 2023 Recreation Passport Grant Program, 25% (\$43,750) matching grant to convert the existing half court basketball court and two pickleball courts into a full court basketball court and construct four new pickleball courts for a total estimated cost of \$175,000.** Discussion: The current budget includes \$40,000 for this project so this is a small increase. **Roll call vote:** Knowles: yes; VanHouten: yes; Heethuis: yes; Mousseau: yes; Cunningham: yes.

MOTION TO APPLY FOR  
A DNR GRANT FOR THE  
WORK ON THE  
BASKETBALL AND  
PICKLEBALL COURTS

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

ZBA REPORT

**Zoning Board of Appeals:**

- No August or September meeting.
- Next meeting will be 10/10/2023 if needed.

PC REPORT

**Planning Commission:**

- PCI August 2023 report in packet.
- August 2023 Complaint log in packet.
- Regular meeting held 08/17/2023.
  - An SEU was approved to conduct a dog grooming business on Valley Drive,
  - Also approved use of an outbuilding for temporary living quarters while a new home is constructed on Courtney Drive.
- Next meeting 09/21/2023.

**Fire/EMS Report:**

- August 2023 Fire/Emergency Medical response in packet.
- 08/28/2023 meeting
  - Fire Station Roof was discussed and will be voted on tonight.
  - Storage needs were also discussed.
  - Fire and medical first responder staff are required to purchase their lights for their vehicles and the committee wants to discuss making a change to that in the future.
- Next meeting 10/04/2023.

FIRE/EMS REPORT

**Water Advisory Committee:**

- 09/05/2023 meeting
- GLASWA meeting 09/07/2023
  - Last training session is scheduled for the 10/07/2023 meeting.
  - Everyone in the area of the wells that tested positive for PFAS is served by the water system and the water system has continued to test negative.
- EGLE and the health department will give a PFAS presentation Thursday, 09/28/2023 at 6:00 PM at the township hall.

**Veterans Memorial Committee:**

- Current members of the committee: Larry Knowles, Frank Fiala, John Frigmanski, Greg Purcell, Ron Heilman, Don Williamson, Ron Dyer, Mick Lane, and Dan Miller
- 08/30/2023 meeting – Planning for 11/11/2023 @ 11:00 AM Veterans Day Ceremony.
- Next meeting 10/05/2023.
- Sandy Marcukaitis was presented with a painting, a plaque, and a “DD-214” form in honor of her retirement from the Veterans Committee after her service from 2012 to 2023.

**Board Action Items:**

- Audio system update:
  - Required audio equipment:
    - 7 gooseneck wired microphones for the board table.
    - 4 wireless microphones: 1 for the podium and the others for the attorney, planner, etc. if attending the meeting and for joint meetings.
    - Ceiling mounted speakers to cover the room, including the board table.
    - All amps/mixers, etc., required to make the system work properly, including the ability to control all microphones from the board table, and expandability for future additional microphones/streaming, etc.
    - An attractive equipment rack if the equipment is in a visible location.
    - All cables/wires required.
    - Installation, set up and adjustment of the installed equipment.
    - The township will provide the required power and modifications needed for routing of cables and wires.
  - Audio System Quote Comparison:
    - Ocean Inc: Total cost \$17,439
    - Moss: Total cost \$22,757
    - Buist Audio Visual: Total cost \$23,697

**Motion by Knowles with support from Mousseau to install an audio system in the meeting hall as supplied by Ocean Inc for a total cost not to exceed \$21,000. Roll Call Vote:**

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

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

- Fire Station Roof Replacement:
  - A check for \$46,505.45 was received from the insurance company.
  - Total bid from Window World was \$54,480.48.
  - The fire committee voted 6-0 to recommend the Board award the project to Window World.

**Motion by Heethuis with support from Cunningham to approve the replacement of the fire**

**WATER ADVISORY  
COMMITTEE REPORT**

**VETERANS MEMORIAL  
COMMITTEE**

**AUDIO SYSTEM UPDATE**

**MOTION TO INSTALL  
AUDIO SYSTEM IN THE  
MEETING HALL**

station roof by Window World of West Michigan for \$54,480.48 plus decking as required, and insurance supplements per quote. Owens Corning 50-year shingles to be used. All necessary accessories to be supplied and installed along with gutters and downspouts. Roll

Call Vote:

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

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

- 2023 Kitchen Renovation Project: This project is on the capital budget for an estimated \$30,000.
  - Scope of work:
    - Lower the suspended ceiling.
      - New ceiling tiles, light and grid
      - Lights to have switches with occupant detection feature.
    - Remove the large stove hood/vent.
    - Remove the old cabinets and countertops.
      - The water filter, sinks and faucets will be reused.
      - Install garbage disposal.
    - Remove the old floor tile.
    - The existing refrigerator and stove will be reused.
    - Remove the old pass-through window shutter.
    - Check the existing wiring and replace as needed.
      - Install plug and switch under right hand sink for garbage disposal.
    - Install new cabinets in the same locations as existing.
    - Install overhead cabinets on the west wall.
      - Install the existing or new microwave above the stove.
      - Vent existing or new microwave to the outside.
    - Paint the walls.
    - Install new flooring to match the hallway flooring.
    - Install locks on both kitchen doors.
    - Install new lockable, rollup style pass-through window shutter.
      - Provide option to close off the pass-through opening.
    - Install new hard surface countertops.
      - Include not installing the pass-through window countertop in the delete pass-through option.
    - Provide an option to install a lower cabinet unit with hard surface countertop in the conference room on the north wall under the TV/IT outlets.

Motion by Cunningham with support from Knowles to initiate this project by requesting estimates from contractors based on the scope of work shown with the goal of choosing a contractor by October or November of 2023. Roll Call Vote: Cunningham: yes; Mousseau:

yes;

Heethuis: yes; Knowles: yes; VanHouten: yes.

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

- Recycling Security Camera Par Plan Grant Request
  - Camera Project: 5MP IP POE 4X Optical IT
    - Equipment cost:
    - Labor cost:

**MOTION TO APPROVE  
REPLACEMENT OF THE  
FIRE STATION ROOF**

**MOTION TO INITIATE  
KITCHEN RENOVATION  
PROJECT**

**RECYCLING SECURITY  
CAMERA PAR PLAN  
GRANT REQUEST**

- Travel
- Electrical contract
- Total \$7,738.00
- Optional Camera Project: 5MP 22X Optical IT
  - Equipment cost:
  - Labor cost:
  - Travel
  - Electrical contract
  - Total \$8,101.50

- If the grant is received, the work would take place within the following 90 days.

**Motion by Cunningham with support from Heethuis to approve applying for a Par Plan Grant to install a security camera close to the recycling bins for a total of \$8,101.50. Yankee Springs Township would pay \$3,101.50 and the grant would pay \$5,000.00. Roll call vote: Mousseau: yes; Heethuis: yes; Knowles: yes; VanHouten: yes; Cunningham: yes.**

MOTION TO APPROVE  
APPLYING FOR GRANT  
FOR SECURITY CAMERA

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

- Blood drive results 08/22/2023: 16 units of blood were donated.
- Barry County Household Hazardous Waste Collection Saturday 09/23/2023 9 AM – 1 PM at the Barry County Expo Center.

**PUBLIC COMMENT:**

**Sandy Marcukaitis** (chair of Parks and Recreation Committee): expressed her disapproval regarding the action that was taken at the August Board meeting when Mr. Cunningham motioned to remove the \$100,000 that was assigned to the Parks and Recreation department for the trail project and return it to the general fund. She questioned why this was done when the budget was approved at the July meeting. She wondered what transpired to make this change so soon after the budget was passed. She also expressed her feeling that it was underhanded to make this motion without any warning to the Parks Committee.

**Robin Laansma** (Payne Lake Road): Thanked Sandy for her work and thanked the Board for keeping the voting here within the township.

**Pat Jamison** (S. Bowens Mill Road): Expressed his concern that the Parks committee does not follow the open meetings act and also concerned about where the grant money comes from. He feels that too much money is spent on one park and that the Park Committee should be shut down if they do not follow the open meetings act.

PUBLIC COMMENT

**BOARD COMMENT:**

**Mousseau:** Taxes due at midnight tonight.

**VanHouten:** Rumors about the Chief Noonday Car Park that the reindeer have been measuring for a landing area or rumors that the new barn may be used for a llama ranch. More to come....

**Cunningham:** None.

BOARD COMMENT

**Knowles:** Thanks to everyone who works on the committees and dedicates their time.

**Heethuis:** Regarding Payne Lake assessment, he contacted Jim Dull and found out that the new culvert is being placed from Payne Lake into Payne Lake Creek and that is being paid for by MDOT. This should solve a lot of the water problems for Payne Lake and hopefully an assessment won't be necessary.

**ADJOURNMENT:**

*Motion by Heethuis with support from Knowles to adjourn the meeting 7:18 PM. Approved by all. Motion Carried.*

Approved by:  Date: 10/19/2023  
Michael S. Cunningham, Township Clerk

Respectfully submitted by:  
Betsy Frigmanski, Recording Secretary  
September 18, 2023

ADJOURNMENT