

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

Wednesday, October 25, 2023

1:00 pm

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

MINUTES

MINUTES  
Page 1 of 2  
YS Board of Trustees –  
Special Meeting  
October 25, 2023

Meeting called to order at 1:00 PM by Supervisor Rob Heethuis

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

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

PLEDGE OF  
ALLEGIANCE

INVOCATION

ROLL CALL

**ADDITIONS/CHANGES TO AGENDA:**

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

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

MOTION TO ACCEPT  
AGENDA

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

None

PUBLIC COMMENT

**2023 Kitchen Renovation Project**

**Scope of Work:**

- Lower the suspended ceiling.
  - New ceiling tiles, lights & 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 & faucets will be reused.
  - Install garbage disposal.
- Remove the old floor tile.
- The existing refrigerator stove will be reused.
- Remove the old pass-through window shutter.
- Check the existing wiring & replace as needed.
  - Install plug (and switch) under right hand sink for the garbage disposal.
- Install new cabinets in the same locations as existing.
- Install overhead cabinets on the west wall.
- Install the existing microwave above the stove.
  - Vent existing or new microwave to the outside.

KITCHEN RENOVATION  
PROJECT DISCUSSION

- *Paint the walls.*
- *Remove existing flooring.*
- *Install new flooring to match the hallway flooring.*
- *Install locks on both kitchen doors.*
- *Install new, lockable, rollup type 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.*

Discussion:

- Discussed whether the cabinets should be replaced or refaced. It would probably be more cost effective to purchase new and then all of them would match.
- Discussion took place about the need for a stove and whether the current stove should be replaced. Since it is not a standard size it could be difficult to replace at a later date.
- Should the pass-through window be replaced or eliminated? Options were reviewed to repair the area if it were removed. The consensus of the group is that it should be removed.
- Discussed the use of laminate versus solid surface countertop.
- Discussed having a remodeling company come in to discuss different options.
- Reviewed how much counter space and storage is needed.
- The cabinet in the conference room should be a separate option to the kitchen project or a completely different project.
- Discussed the current policy of not allowing other residents who use the hall to have entry into the kitchen and if the Board wants to change that.
- Discussed getting additional bids for the work and that the electrical work may need to be separate in case repairs are needed.
- Mrs. Mousseau left the meeting at 2:01 PM. She will return if a vote is needed.
- Further discussion took place regarding the policy of not allowing residents to use the kitchen if they are using the hall. This will need to be brought to a regular board meeting if the policy is going to be changed.

**ADJOURNMENT:**

***Motion by Cunningham with support from Mousseau to adjourn the meeting at 2:16 PM.***

*Approved by all. Motion Carried.*

Approved by:  Date:   
Michael S. Cunningham, Township Clerk

Respectfully submitted by:  
Betsy Frigmanski, Recording Secretary  
October 30, 2023

ADJOURNMENT