

<p style="text-align: center;">YANKEE SPRINGS TOWNSHIP BOARD OF TRUSTEES Special Meeting Amend the 2013-2014 Budget Tuesday, June 17, 2014 Yankee Springs Township Hall 284 North Briggs Road, Middleville, Michigan 49333 6:00 p.m. MINUTES</p>	<p>FINAL MINUTES Approved Aug 14, 2014 With corrections: see page 4,5,&6. Meeting re-opened after 7:47 PM to discuss projected budget. See preceding draft minutes of June 17, 2014.</p>
<p>Meeting called to order at 6:06 PM by Supervisor Mark Englerth.</p> <p>Roll Call: Jerkatis, J. Lippert, Englerth, R. Rottschafer. Absent: Campbell. (Campbell joined meeting at 6:25 p.m.)</p> <p>PLEDGE OF ALLEGIANCE:</p> <p>Staff Present: A. Jansma, Deputy Treasurer</p> <p>Visitors: (1) Not including staff present.</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p> <p>PLEDGE</p>
<p>ADDITIONS OR CORRECTIONS TO AGENDA:</p> <p>Add: Approval of May payables.</p> <p>Jerkatis questioned the phrasing "Any Other Such Business" on the agenda. Discussion took place on having this on the agenda.</p>	<p>ADDITIONS OR CORRECTIONS TO AGENDA</p>
<p>READING OF MEETING NOTICE: This meeting was set from the Regular Scheduled meeting of June 12, 2014. Published notice of the Public Hearing to Adopt the 2014-15 Meeting is June 25th, 2014 and has been published in the Sun & News.</p>	
<p>PUBLIC COMMENT: Mick Barney, of Blue Lagoon, announced his candidacy for the District #6 Commission seat. Barney is currently on the Barry County Planning Commission.</p> <p>* B. Campbell entered the meeting at 6:25 p.m.</p>	<p>PUBLIC COMMENT Mick Barney announced running for District #6 Commissioner seat * B. Campbell entered the meeting at 6:25 p.m.</p>
<p>Amending of the 2013 – 2014 Fiscal Year Budget:</p> <p>Alice Jansma prepared the amended budget and guided the approval of the amendment process:</p> <p>Discussion occurred on the Supervisor's amount budgeted for \$42,150. It was noted that this wasn't all for the Supervisor. It includes administrative assistant costs, transportation and education & training as well as other items.</p>	<p>Page 1 of 6 YST Bd Trustees/Amend 2013-14 Budget 6-17-14</p>

J. Lippert commented on the administrative fee for the TTES, wondering if another line item could be added for this. A. Jansma will make a note of it for next year.

MOTIONS TO AMEND:

Motion by Englerth with support from Rottschafer to amend the **TOTAL REVENUES** from \$797,700 to \$816,950. ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by Jerkatis with support from Lippert to amend **TOTAL EXPENSES** from \$1,076,864 to \$912,833. ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

FUND 103 Fire Equipment Purchase Fund:

Discussion occurred of expenditures being classified as fixed assets or operational expenses. Consensus was to re-vamp “Fixed Assets”.

Motion by Jerkatis with dual support from Lippert & Rottschafer to amend **Fire Equipment Purchase Fund Revenues** to \$51,275 (from \$51,500). ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by Jerkatis with support from Rottschafer to amend **Expenditures of Fire Equipment Purchase Fund** to \$2,500 (from \$5,000). ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

Fund 202 Road Special Assessment Fund:

Discussion regarding renaming Road/Weed Fund.

Motion by Lippert with support from Campbell to amend **Road Spec. Assessment Fund Revenues** to \$34,400 (from \$37,400). ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by Lippert with support from Rottschafer to amend **Road Spec. Assessment Fund Total Expenditures** to \$31,700 (from \$27,500). ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED. (See next two motions).

Motions to Amend:

TOTAL REVENUES

TOTAL EXPENSES

FUND 103 Fire Equipment Purchase Fund

Fund 202 Road Special Assessment Fund

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Motions to Amend:

Fund 202 Road Special Assessment Fund: continued

Motion by Lippert with support from Rottschafer to **rescind previous motion to amend Total Expenditures of the Road Special Assessment Fund to \$31,700.** All Ayes. MOTION CARRIED.

Motion by Jerkatis with support from Campbell to amend **Road Special Assessment Fund Total Expenditures** to \$35,000 (from \$27,500). ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

FUND 208 – Veteran’s Memorial Fund:

Motion by Jerkatis with support from Campbell to amend **Veteran’s Memorial Fund Revenues** to \$4,001.00 (from \$10,000).). ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by Jerkatis with support from Rottschafer to amend **Veteran’s Mem. Fund Expenditures** from \$9,500 to \$3,500. ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

FUND 302 Liquor License:

Motion by Lippert with support from Rottschafer to amend **Liquor License Fund 302 Revenues** to \$2,200.00 from \$2,200.00 (same amount). ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by Jerkatis with support from Lippert to amend **Liquor License 302 Expenses** to \$2,000 from \$1,700. ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

OTHER BUSINESS:

J. Lippert copied the minutes of 6/18/13 Special Budget Meeting to Board members. Discussion took place regarding changes reflect the minutes. Lippert commented that the homework was to review the 6/18/13 minutes in preparation for the Adoption of 2014/15 Budget Public Hearing that will take place, and published for, on Wednesday, June 25, 2014 at 6:30 p.m. before the Board of Trustees Business Work session Meeting.

Fund 202 Road Special Assessment Fund: continued

Motion to rescind previous motion. MOTION CARRIED

Motion to amend Road Spec. Assessment Fund Total Expenditures

FUND 208 – Veteran’s Memorial Fund

OTHER BUSINESS

OTHER BUSINESS

Continued "Other Business":

Englerth suggested "wish lists" need to be made by Board members for what they want to take place in the next budget year.

Alice Jansma mentioned Cuddy Drain needed to be budgeted for.

Rottschafer referenced the MTA handbook in mentioning budget work sessions should take place a few months earlier.

BREAK: 7:20 p.m. RESUME: 7:40 p.m.

Accounts Payables:

Due to prior computer difficulties, the payables needed to be approved this evening.

Motion by J. Lippert with support from Rottschafer to approve accounts payable check #s 912529-912566 for the amount of \$57,933.37. ROLL CALL: Jerkatis -yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

Rottschafer commented on Sandy Marcukaitis almost being done with the YS Newsletter and having a price for printing & postage.

Motion by Englerth with support from Campbell to proceed printing of newsletter to mailboxes by S. Marcukaitis & R. Rottschafer not to exceed \$1,800. ROLL CALL: Jerkatis -yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

At 7:47 P.M. It was decided to continue the meeting for the **PROJECTED BUDGET of 2014-15.**

Discussion occurred regarding:

Current Lynn Drive Work- Rottschafer gave a summary of work-to-date.

Buoys- Along with YS Park work, Englerth discussed the placement of buoys. They are struggling a bit with the buoy situation, because of the buoys not standing upright.

Blood Drive, July 3, 2014 at Fire Station (noon to 5:45 p.m.)-

Red Cross would like to have a blood drive again this year as they did last year. Other activities should be happening at the Fire Station that day as well.

Cuddy Drain- Englerth spoke of a relationship to acquire access to this area (retainage area - built approx. 15 years ago). This would be a good amount of savings for the project.

cont'd

BREAK

Accounts Payable Approved

Motion to proceed printing of newsletter to mailboxes by S. Marcukaitis & R. Rottschafer not to exceed \$1,800. MOTION CARRIED.

Work Session to PROJECT BUDGET 2014-15

Discussion Items for Projected Budget- 2014-2015

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Walking Trails/Paths: Campbell got the discussion started with walking paths and had M-179 in mind from Briggs to Patterson Roads. The board decided to add \$10,000 to the budget for the walkable paths.

With the money set aside in the budget, Jerkatis wanted a conceptual design by engineers for the walkable paths.

Rottschafer wondered if there was any way that the walkable paths could be tied in with the Veteran's Memorial, and somehow there could be a tax write off for donations. J. Lippert commented that grant money was available. Rottschafer mentioned adding to paths in the woods behind the fire station too.

Jerkatis was concerned first with the restroom situation being taken care of at the YST park.

J. Lippert mentioned walking areas along utility line paths because of the clearing for the lines.

Jerkatis commented that YST should look to Harbor Springs and Petoskey for ideas.

J. Lippert commented that casino funds are specifically spent for the safety of the community.

Englerth discussed possibilities that could branch out to Long Lake and Hall Lake and possible up to Barlow Lake. Also discussed was enhancing an existing dirt trail which is a seasonal snowmobile trail that comes up near to the Sand Bar & Grill.

That could possibly be done in a few weekends.

Alice Jansma commented that a committee should be formed like the park (which had a committee).

The administrative fee that Jerkatis would like to rescind could be used for the walkable paths- commented Campbell.

It was mentioned that partnering with MDOT and State Parks & Rec could be a way to get funds that are available. Englerth also mentioned having Valerie Byrnes involved and maybe getting grants for tourists, since over 1.5 million people visit the state park alone on a yearly basis.

Addition to budget for Walking Trails/Paths was suggested at \$10,000.

M-179 – Speed limit: Jerkatis mentioned wanting to see the speed limit reduced on M-179.

**Discussion Items for
Projected Budget-
continued**

Township Hall: Englerth spoke of the necessity of getting the roof repaired as well as the office workspace(s) needing repair and remodeling.

Cemeteries: Also discussed was a new road for Robbins Cemetery. The original road was laid out for horse and buggy days.

Review of the Budget: Alice Jansma commented that the budget needs to be reviewed at certain intervals during the year. October would be a good time to review budget/revenue.

Cuddy Drain and the Fire Equipment Fund: Both were discussed as well.

Projected Budget:

Total Revenues:	\$833,800
Total Legislative	\$11,250
Total General Government	\$403,590
Total Public Safety	\$221,000
Total Public Works	\$190,000
Total Community and Econ. Dev.	\$ 49,000
Total Recreation & Culture	\$ 30,000
Total Capital Outlay	\$ 80,000
Total Transfer	\$ 50,000

Total Expenditures: \$1,034,840
*with **Total Revenue deducted** - 833,800

Projected Budget Deficit.....(\$201,040)
(before further discussion/cuts)

Alice Jansma will have the Projected Budget figures to be adopted for all Board Members to review on their own, circle corrections and then meet to discuss them at 5:30 p.m. on Wednesday, June 25 before the Public Hearing for Budget Adoption of 2014-2015 Budget.

ADJOURNMENT:

Motion by Campbell with support from Jerkatis to adjourn at 9:45 p.m. All ayes. MOTION CARRIED.

Respectfully submitted: Date: _____
Deb Mousseau Final Minutes Approved: Aug 14, 2014
S

Recording Secretary 6/24/14 Approved: jcl draft date: 7-14-14(*computer corrected Date) Janice C. Lippert, Clerk

ADJOURNMENT

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YST Bd Trustees/Amend & Project
Budget
6-17-14

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<p>Meeting called to order at 6:06 PM by Supervisor Mark Englerth.</p> <p>Roll Call: Jerkatis, J. Lippert, Englerth, R. Rottschafer, Campbell joined meeting at 6:25 p.m.</p> <p>PLEDGE OF ALLEGIANCE: Staff Present: A. Jansma, Deputy Treasurer Visitors: (1) Not including staff present.</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p> <p>PLEDGE</p>
<p>ADDITIONS OR CORRECTIONS TO AGENDA:</p> <p>Add: Approval of May payables.</p> <p>Jerkatis questioned the phrasing "Any Other Such Business" on the agenda. Discussion took place on having this on the agenda.</p>	<p>ADDITIONS OR CORRECTIONS TO AGENDA</p>
<p>READING OF MEETING NOTICE: Clerk read the 18 Hour posted Meeting notice. This meeting was set from the Regular Scheduled meeting of June 12th, 2014. Published Notice of the Public Hearing to Adopt the 2014-2015 Meeting is June 25th, 2014 has been published in the Sun & News.</p>	<p>READING OF PUBLIC MEETING NOTICE:</p>
<p>PUBLIC COMMENT: None Mick Barney, of Blue Lagoon, announced his candidacy for the District #6 Commission seat. Barney is currently on the Barry County Planning Commission.</p> <p>* B. Campbell entered the meeting at 6:25 p.m.</p>	<p>PUBLIC COMMENT Mick Barney announced running for District #6 Commissioner seat</p> <p>* B. Campbell entered the meeting at 6:25 p.m.</p>
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FUND 103 Fire Equipment Purchase Fund

Fund 202 Road Special Assessment Fund

Fund 202 Road Special Assessment Fund: continued

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Motion by Jerkatis with support from Rottschafer to amend **Veteran’s Mem. Fund Expenditures** from \$9,500 to \$3,500. ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

FUND 302 Liquor License:

Motion by Lippert with support from Rottschafer to amend **Liquor License Fund 302 Revenues** to \$2,200.00 from \$2,200.00 (same amount). ROLL CALL: Jerkatis –yes, Lippert-yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by Jerkatis with support from Lippert to amend **Liquor License 302 Expenses** to \$2,000 from \$1,700. ROLL CALL: Jerkatis –yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

OTHER BUSINESS:

J. Lippert copied the minutes of 6/18/13 Special Budget Meeting to Board members. Discussion took place regarding changes reflect the minutes. Lippert commented that the homework was to review the 6/18/13 minutes in preparation for the Adoption of 2014/15 Budget Public Hearing that will take place on Wednesday, June 25, 2014 at 6:30 p.m.

**Motions to Amend:
Fund 202 Road Special Assessment Fund:
continued**

Motion to rescind previous motion. MOTION CARRIED

Motion to amend Road Spec. Assessment Fund Total Expenditures

FUND 208 – Veteran’s Memorial Fund

FUND – 302 Liquor License REVENUE

EXPENSES

OTHER BUSINESS

OTHER BUSINESS cont'd:

Also, wish lists need to be made by Board members for what they want to take place in the next budget year.

Alice Jansma mentioned Cuddy Drain needed to be budgeted for.

Rottschafer referenced the MTA handbook in mentioning budget work sessions should take place a few months earlier.

BREAK: 7:20 p.m.

RESUME: 7:40 p.m.

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Motion by Englerth with support from Campbell to proceed printing of newsletter to mailboxes by S. Marcukaitis & R. Rottschafer not to exceed \$1,800. ROLL CALL: Jerkatis -yes, Lippert- yes, Englerth- yes, Rottschafer- yes, Campbell- yes. Yes: 5, No: 0. MOTION CARRIED.

ADJOURNMENT

Motion by Campbell with support from M. Englerth to adjourn meeting at 8:34 p.m. MOTION CARRIED.

Respectfully submitted:
Deb Mousseau
Recording Secretary
6/22/14

Approved: _____
By: Janice C. Lippert, Clerk
Date: _____

OTHER BUSINESS cont'd

BREAK

Accounts Payable Approved

Motion to proceed printing of newsletter to mailboxes by S. Marcukaitis & R. Rottschafer not to exceed \$1,800. MOTION CARRIED.

ADJOURNMENT

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YST Bd Trustees/Amend Budget
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