

<p style="text-align: center;">YANKEE SPRINGS TOWNSHIP BOARD OF TRUSTEES</p> <p style="text-align: center;"><u>Regular Meeting</u></p> <p style="text-align: center;"><u>Thursday, September 11, 2014</u> 7:00 p.m.</p> <p style="text-align: center;">Yankee Springs Township Hall 284 North Briggs Road, Middleville, Michigan 49333</p> <p style="text-align: center;">MINUTES</p>	<p>FINAL MINUTES Approved Oct 9, 2014</p>
<p>Meeting called to order at 7:03 PM by Supervisor Mark Englerth.</p> <p>A moment of silence was observed in remembrance of 9/11/01.</p> <p>Roll Call: J. Lippert, Englerth, Jerkatis, Rottschafer, Campbell.</p> <p><u>PLEDGE OF ALLEGIANCE</u></p> <p><u>Staff Present:</u> Constable Jim Orr, Cathy Strickland, Frank Fiala, Alice Jansma.</p> <p><u>Visitors:</u> 7 (not including staff present).</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p> <p>PLEDGE</p>
<p><u>ADDITIONS/CHANGES TO AGENDA:</u></p> <ul style="list-style-type: none"> • Add: GFWC –Gen. Federation of Women’s Clubs – Gun Lake Chapter – Pat Kreple • Strike: Sept. 24 Public Hearing - under Clerk’s report. Tonight is not the public hearing, but a public hearing may be set tonight for the near future. 	<p><u>ADDITIONS/CHANGES TO AGENDA</u></p>
<p>APPROVAL OF MINUTES:</p> <p>Motion by Rottschafer with support from Campbell to accept presented minutes of Trails Meeting of August 14, 2014 (3 p.m.). All ayes. Motion Carried.</p> <p>Motion by J. Lippert with support from Rottschafer to accept minutes of <u>August 14, 2014 (Regular Bd. Meeting at 7 p.m.)</u> as presented. All ayes. MOTION CARRIED.</p> <p>Motion by Lippert with support from Campbell to accept <u>August 27, 2014 Board Work Session</u> minutes as presented. All ayes. MOTION CARRIED.</p> <p>Regarding the <u>August 28, 2014 New Metal Roof Pre-Construction Meeting</u>, Jerkatis asked the following change be made:</p> <p>Instead of #2 on page 1 reading: Jerkatis asked for an add/change order for the cost of opening and removing of the roof exhaust fan.</p> <p>The sentence should read: Jerkatis asked for an add/change order for removing of exhaust fan and <u>filling the opening.</u></p> <p>Motion by Rottschafer with support from Campbell to accept meeting minutes of <u>August 28, 2014 New Metal Roof Pre-Construction Meeting (8:00 a.m.)</u> as AMENDED. All ayes. MOTION CARRIED.</p>	<p>APPROVAL OF MINUTES</p> <p>Motions to approve minutes of Trails Meeting of Aug. 14, Regular Board Meeting of Aug. 14, Bd. Of Trustees Work Session of Aug. 27, and Roof Pre-Construction Mtg. (as amended) of Aug. 28, 2014. MOTION CARRIED.</p> <p>Page 1 of 8 YST Bd Trustees 9-11-14</p>

TREASURER'S REPORT: John Jerkatis, Treasurer

Motion by Campbell with support from Rottschafer to accept the Financial Statement as presented. All ayes. MOTION CARRIED.

Metal Roof Update: (On Township Hall)

Subsequent to the August 28th meeting on the metal roof, Jerkatis issued to L. J. Trumble Builders, Inc. a change order for the metal roof authorizing them to #1 remove and fill the existing power vent, #2 upgrade furring strips to 3/4" instead of 1/2" to provide more stability, #3 provide basic snowguards at all locations with the eavestroughs, #4 replace existing eavestroughs with new steel eavestroughs and #5 provide new steel soffit and fascia at all breaks and eaves except at the entry way (where it is new - out front).

The signed acceptance on the amount of the change order came back from LJ Trumble at \$8,415.00. With the change order included, \$41,245.00 is the revised contract amount. Jerkatis commented that the builders are still looking at Sept. 26 for the start date and to be finished in approximately 2 weeks from the start date.

Waiver was received from the metal roof panel manufacturer regarding oil canning. This item was discussed at the Aug. 28, 2014 pre-construction meeting. Jerkatis signed the waiver and forwarded to LJ Trumble and all board members. Discussion of oil canning occurred.

PUBLIC COMMENT: None.

ACKNOWLEDGEMENT OF VISITORS:

TTES Report –David Middleton, Fire Chief – Not available this evening.

Pat Kreple from GFWC of Gun Lake Area (Women's Club):

P. Kreple was present to discuss:

1. New proposed agreement /contract for 2015 \$2000
2. Permission to put in a tire sculpture on berm of Parker Dr. that is now flat as the result of bush removal. The sculpture is called a "tire totem" and is eight tires high. Discussion occurred regarding installation, safety, etc.

Pat Kreple thanked the township for putting water in at the park.

Regarding the new agreement to maintain the berms, memorial garden and plantings, Pat Kreple commented that members purchased plants on their own to plant in the berms/garden. The existing contract of last year was \$1,600 which includes a fall clean up of \$400. The board complimented Kreple and the Women's Club for all of their work which is volunteer work on the part of the club members. Proceeds go directly to the club which in turn goes to scholarship funds and other projects that the Women's Club is involved in and supports.

The sculpture would be placed on the berm near Parker Drive.

Motion by Lippert with support from Rottschafer to approve the Tire Totem project at the YS Twp. Park. All Ayes. MOTION CARRIED.

TREASURER'S REPORT:

John Jerkatis, Treasurer

Treasurer's Report Approved

Metal Roof Update

PUBLIC COMMENT:

None.

ACKNOWLEDGEMENT OF VISITORS:

TTES REPORT: D. Middleton (not available this evening)

Pat Kreple from GFWC of Gun Lake Area (Women's Club):

Motion to approve sculpture placement (tire totem) at YS Twp. Park.

ACKNOWLEDGEMENT OF VISITORS - continued:

Motion by Englerth with support from Rottschafer to approve contract of \$2000 for berm/garden maintenance with the General Federation of Women's Clubs- Gun Lake Area Chapter for the next year, 2014-15. ROLL CALL: Jerkatis: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: yes. All Yeas. (5) MOTION CARRIED.

BARRY COUNTY COMMISSIONER'S REPORT: Craig Stolsonburg

The 2015 Budget has been preliminarily approved.

Groundbreaking ceremony for Middleville Tool & Die was held on Sept. 3rd. They will be doubling their facility

Tower & Pinkster (Architectural/Engineering firm) will be designing a plan for existing county facilities and renovation possibilities of the jail – which should be a good plan for next 15 years or more.

Jerkatis asked about obtaining a copy of the county budget.

J. Lippert asked about equipment for sale that was mentioned in the minutes of the recent Commission meeting. C. Stolsonburg commented that auction sale items can be viewed at the Sheriff's Dept.

CLERK'S REPORT: by J. Lippert

Motion by Lippert with support from Rottschafer to approve payroll check #s 5189 – 5213 for amount of \$13,025.73. ROLL CALL: Jerkatis: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: yes. All Yeas. (5) MOTION CARRIED.

It was noted that the ZBA met twice in August, and the addition of the Complaint/Zoning Enforcement Officer has increased payroll amount along with election official pay.

Motion by Englerth with support from Campbell to approve Federal withholding amount of \$3,183.23. ROLL CALL: Jerkatis: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: yes. All Yeas. (5) MOTION CARRIED.

- Clerk Lippert explained items and answered any questions on the accounts payable register.

Motion by Rottschafer with support from Campbell to approve Accounts payable check #s 912658-912692 for the total amount of \$ 141,529.17. ROLL CALL: Jerkatis: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: yes. All Yeas. MOTION CARRIED.

It was noted that \$85,000 of the accounts payable check total went to Barry County Road Commission for the Lynn Drive Special Assessment.

August Cash Receipts/Revenue & Expense Report- Clerk Lippert mentioned that there are minor departments that already are over budget for the year. J. Lippert will copy these to board members.

ACKNOWLEDGEMENT OF VISITORS - continued:

Motion to approve contract of \$2000 for berm/garden maintenance with the GFWC-Gun Lake Area. MOTION CARRIED.

BARRY COUNTY COMMISSIONER'S REPORT Craig Stolsonburg

CLERK'S REPORT: Jan Lippert

Payroll and Accounts Payable approved

CLERK'S REPORT: by J. Lippert

Audit Completed

Cobb Lake Plant Control Resolution to Proceed (Continuation) with Special Assessment district 2015-2019:

Estimated Special Assessment/project amount: \$4,000.00 annual assessment amount.

Motion by Lippert with support from Jerkatis to approve the Cobb Lake Plant Control Special Assessment beginning 2015 through 2019 Resolution # 09-01-2014. ROLL CALL: Jerkatis: yes, J. Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

(Public Hearing to take place on Oct. 9, 2014 at 6:45 p.m.) for Cobb Lake Plant Control.

Carla VanHaitsma was present to represent the **Griffeth Drive neighborhood** for chip coated work proposed to be done by Schnieder or Snyder Asphalt. Discussion occurred on the timing of the project, taking into consideration the cooler weather ahead and the timing of the public hearings.

Brief Recess requested by J. Lippert at 8:06 p.m. regarding an item relating to the Griffeth Drive special Assessment. The meeting resumed at 8:11 p.m.

Estimated Special Assessment amount for the Griffeth Drive Project: \$28,900

C. VanHaitsma commented that four to five parcel owners will pay upfront bringing the project total to approximately \$18,000.

Discussion occurred on the current fund balance in regards to taking on additional special assessment projects. Rottschafer confirmed the amount to be divided and the amount of the parcels.

Motion by Lippert with support by Rottschafer to accept and proceed to enter into a Special Assessment District for Griffith Drive Road Improvement (a private road) Repair including edge, clean and repair road, apply asphalt to cracks and add 3/8" crushed stone to the entire road in the amount of \$28,900 to be divided among the 13 parcels. September 24, 2015 at 6:30 p.m. will be the first public hearing and then again on October 9, 2014. ROLL CALL: Jerkatis: yes, J. Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Election Update: The automark has been repaired in Prec. #2.

Accuracy Test on Oct. 16, 2014 at Thornapple Township at 8:30 a.m.

PCI report for August was copied and distributed to the board members. Their ledger was \$15,147 in permit fees, of which for Middleville Tool & Die's building permit was \$13,084. Construction value has greatly increased in the township.

911 Stats were received from the Barry County Clerk and board members were copied on this.

CLERK'S REPORT: by J. Lippert

Motion to approve the Cobb Lake Plant Control Special Assessment. Motion Carried.

Motion to approve and proceed with Spec. Assessment District for Griffith Drive Road Improvement. Motion Carried.

Barry County Commissioner's minutes of August 9 was copied.

CLERK'S REPORT: by J. Lippert continued

Barry County North Quadrant Planning Alliance letter discussed. Englerth explained the plan of this letter and for working with other local adjoining governments and forming possible alliances. The M-37 corridor portion that lies within the YS Township was discussed. Discussion occurred in regards to having the Alliance on the agenda for October as well. This group will be contacted by J. Lippert in regards to the October agenda.

PLANNING COMMISSION: Frank Fiala, Chairman

PLANNING COMMISSION:
Frank Fiala, Chairman

- PC members hope to cut back to one meeting per month as historically done.
- Household Hazardous Waste Collection - Sept. 20th at the Barry County Fairgrounds.

Sign Ordinance: (Article XVII) (for 1st hearing) - Sign face was mentioned as not being able to be regulated. The PC tried to make the sign ordinance easy to use. The back end of the ordinance includes a table for quick reference. Jerkatis commented that he has reviewed the ordinance and still has a number of questions on it. Jerkatis would appreciate another 30 days to review the ordinance. Discussion occurred on the PC spending two years on the sign ordinance. Some specific questions were posed. B. Campbell suggested that questions could possibly be brought to the next planning commission meeting for answers.

Fiala commented on the process of approving a sign ordinance including approval of the first reading.

Motion by Englerth with support from Campbell to approve the first reading of the sign ordinance. ROLL CALL: Jerkatis: no, Rottschafer: yes, J. Lippert: yes, Englerth: yes, Campbell: yes. Yes: 4, No: 1. MOTION CARRIED.

Motion to approve the first reading of the sign ordinance. MOTION CARRIED.

C. Strickland commented that one of the first drafts for this ordinance occurred in 2003. J. Lippert commented that she would write down her concerns and forward them to Frank Fiala.

ZBA Report: Roger Rottschafer

ZBA Report: R. Rottschafer

- On September 2 at the ZBA meeting, Schilthroat property line movement was approved. It was clarified that this (line movement) was not a landsplit according to planner.
- ZBA Board will need appointments soon. A ZBA member will be wintering in Florida.

Zoning Administrator's Report (Larry Knowles) distributed for review.

Zoning Administrator's Report (Larry Knowles) distributed for review.

Rocky Adams is answering complaints. M. Englerth commented further on the complaint process.

Englerth commented on issues with water run-off, grade changes and site plan reviews as being the biggest challenges.

SUPERVISOR'S REPORT: Mark Englerth

Englerth also commented on the comeback of the building industry.

Buoys – Robbins Bay – (two buoys): The YS Twp. stand alone ordinance needs to be amended. The DNR held their public hearing back in March. Letter dated August 20, 2014 from the DNR has been received giving approval. Area is in Section 30, not 31. This change needs to be made as an amendment in the ordinance.

Motion by Englerth with support from Rottschafer to approve the amendment of Ordinance 09-01-2014 in regards to the Buoys at West Gun Lake/Robbins Bay area.
ROLL CALL: Jerkatis: yes, J. Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

TTES Report of August 2014 was submitted:

August: 7 runs in YS Twp. 145 total runs for the year in YS Twp.

August Water & Sewer Packet was distributed.

Yankee Springs Twp. Appreciation Day - 10 a.m. to 3:45 p.m. - Saturday, Sept. 13 with a brief service at 12 noon – P. Fuller of 911 will be there, and Englerth hopes to have Michigan State Police there as well. Hot dogs will be provided through a catering service. Blood donation, smoke trailer for the kids and a car wash will take place as well. Car wash will benefit the Veteran’s Memorial Fund.

Recruiting movement towards obtaining more TTES firefighters is being made. Thornapple has printed up materials and delivered them to M. Englerth today.

Dry Hydrant plans for Turner Lake discussed. Discussion also occurred on ISO and location of Turner Lake. Consensus was given by the board to go forward with the dry hydrant plans.

The ceremony at the YS Twp. Appreciation Day will include committing two trees to the campus of the fire station. The trees will be crimson red maple which are slow-growing, disease resistant. The trees will not be formally planted until later in the fall when tree is dormant. The trees will be donated. R. Rottschafer will be taking care of this.

OTHER PUBLIC COMMENT:

Vivian Connor is ramping up her campaign for November. V. Connor is in the process of putting together another mailer. She commented that she can’t take anything for granted. Connor has had a lot of support and gracious comments. V. Connor also asked for a clarification on the ZBA report from R. Rottschafer.

SUPERVISOR'S REPORT:

Mark Englerth

Motion to approve the amendment – Ordinance 09-01-2014 in regards to the Buoys at Robbins Bay area.
Motion Carried.

Add Dry Hydrant Turner Lake

OTHER PUBLIC COMMENT:

NEW BUSINESS:

Streamlining to one meeting a month was mentioned. Discussion occurred regarding financial decisions being made at meetings other than the Regular Board meetings. Periodic Workshops were mentioned.

Campbell commented that not being able to make decisions at meetings is pointless. Rottschafer agreed with Campbell's comments.

J. Lippert mentioned that it takes three board members to call a meeting. Lippert also commented that communication has improved citing the mailbox use. Also, Lippert commented that she will be scanning more items.

R. Rottschafer asked about not getting physical copies of minutes in the mailbox if they are scanned to board members anyways. Lippert commented that she'd eliminate minutes from the mailboxes.

Jerkatis wants decisions made when people (the public) are here at the township hall. However, Jerkatis mentioned meetings on the roof, and that decisions were made at these ancillary meetings. Jerkatis would like the consideration of being able to defer non-immediate decisions to the Regular board meeting.

Motion by Englerth with support from Rottschafer to financially move forward in making decisions at any of the board meetings (Regular or Workshop). ROLL CALL: Jerkatis: Yes (with reservations); Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: yes. All Yeas. (5) MOTION CARRIED.

J. Lippert commented that Sept. 24th will be a 6:30 p.m. public hearing for Griffith Drive.

OLD BUSINESS:

Bill for Veteran's Memorial Service in May - for clarification per request of John Jerkatis, Treasurer.

Motion by Englerth with support by Rottschafer to clarify that whatever expenses incurred by the May Veteran's Memorial Event in May is an expense from the General Fund out of the Township, not out of the Veteran Memorial Fund. ROLL CALL: Jerkatis: yes, Lippert: yes, Englerth: yes, Rottschafer: yes, Campbell: no. Yes: 4, No: 1. MOTION CARRIED.

Road work on Island Drive culvert- was brought up by J. Lippert. According to F. Fiala, no land has to be purchased. The Road Commission is absorbing the cost to Fiala's understanding.

Trails Project: Roger Rottschafer distributed a map regarding the Trails. This map is similar to what R. Rottschafer was asking for them to look at (Prein & Newhof). Price is forthcoming for the cost to do the assessment/pricing on putting an estimate together. That quote should come early next week. The DNR also needs a master rec plan from the township to insert into their plan (that the State Park is presenting). Alice Jansma mentioned the five year plan that is just about ready to expire from the

NEW BUSINESS:

Motion to financially move forward in making decisions at any of the board meetings (Regular or Workshop). MOTION CARRIED.

OLD BUSINESS

Motion to clarify that whatever expenses incurred by the May Veteran's Memorial Event in May is an expense from the General Fund out of the Township, not out of the Veteran Memorial Fund. MOTION CARRIED.

OLD BUSINESS cont'd

YS Township Park. Rottschafer commented that the state park needs to integrate our rec plan into their plan for the presentation. Steve Stepek from KATS (Kalamazoo Area Transportation Study) commented that they (KATS) will do it (update the rec). Rottschafer commented he is just updating everyone and not spending any money. J. Lippert mentioned the old railroad trail near Patterson and 84th street intersection. Rottschafer mentioned Scott of Prein & Newhof as his contact. This gentlemen has handled all of Ottawa County.

Rottschafer also inquired on **progress with Dr. Lynn Harvey's report on the fire contract**. Englerth commented that Dr. Harvey has been getting information from the Thornapple Township's Clerk. Englerth commented on the in-depth work that Harvey is involved with.

Rottschafer commented on Valerie Byrnes copied emails regarding **Middleville T & D**. J. Lippert will be having a meeting with Dan Scheuerman and Alice Jansma regarding a checklist according to the public act for the district for the Middleville Tool & Die project. Rottschafer asked if a formal process has been started by Middleville Tool and Die for abatement. A. Jansma commented that the tax abatement will only be on the new construction. The length of the time period is up to the board according to Jansma.

Rottschafer mentioned a \$2,500 annual membership fee for BCEDA. Discussion occurred on other correspondence.

A. Jansma commented on notification needing to be made to all taxing agencies (school system, KISD, county, etc.) in the event of tax abatement. A. Jansma commented on public hearings that may have to take place regarding a tax abatement as well. It was noted that October 31st will be an important filing deadline for the Public Act 198 regarding Tax Abatement.

Treasurer Jerkatis mentioned: **Deadline for taxes is Monday – September 15**. The Treasurer's office will be open from 9 to 5 p.m. on Monday to accommodate tax payments. Jerkatis will personally come and empty box at midnight Monday night. After midnight, taxes are past due.

Frank Fiala mentioned Bradford & White going through a similar project with the help of Valerie Byrnes and tax abatement information. This may also be a good source of information for the Middleville T & D project.

ADJOURNMENT: Motion by Englerth with support from Campbell to adjourn at 9:37 p.m. Approved by all.

Respectfully submitted:
Deb Mousseau
Recording Secretary 9/16/14

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

Final Approval: October 9, 2014

ADJOURNMENT

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YST Bd Trustees
9-11-14