

<p style="text-align: center;"><b>YANKEE SPRINGS TOWNSHIP BOARD OF TRUSTEES Regular Meeting</b></p> <p style="text-align: center;"><b>Thursday, Dec. 13, 2012 Yankee Springs Township Hall 284 North Briggs Road, Middleville, Michigan 49333</b></p> <p style="text-align: center;"><b>MINUTES</b></p>	<p><b>Circulated Dec.20, 2012 FINAL MINUTES Approved Jan.10, 2013 As presented</b></p>
<p>Meeting called to order at 7:00 PM by Supervisor Mark Englerth.</p> <p><u>Roll Call</u>: All Present: Jerkatis, J. Lippert, Englerth, M. Cook, Campbell.</p> <p><u>PLEDGE OF ALLEGIANCE</u>- The Pledge was led by Bridget Hemingway, of South Christian High School.</p> <p><u>Staff Present</u>: Constable Jim Orr, Zoning Administrator Robert Lippert, and Frank Fiala.</p> <p><u>Visitors</u>: 12 (not including staff present).</p>	<p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p> <p><b>PLEDGE</b></p>
<p><b>ADDITIONS OR CORRECTIONS TO AGENDA:</b></p> <p>No changes.</p>	<p><b>ADDITIONS TO AGENDA</b></p>
<p><b>APPROVAL OF MINUTES:</b></p> <p>Motion by M. Cook with support from J. Lippert to accept the Special Meeting Minutes of the Board of Trustees of December 6, 2012 as submitted. All ayes. MOTION CARRIED.</p>	<p><b>APPROVAL OF MINUTES</b></p> <p>Motion to accept minutes of the Special meeting of December 6, 2012. Motion Carried.</p>
<p><b>ACKNOWLEDGEMENT OF VISITORS:</b></p> <p><b>THORNAPPLE TOWNSHIP SUPERVISOR: Mike Bremer</b> is the successor to Don Boysen. D. Boysen was Supervisor for 32 years. M. Bremer suggested the possibility of Thornapple and Yankee Springs Townships working together toward a linear township park on the north trail.</p> <p><b>PCI –Professional Code Inspections of MI Inc.- Contract Renewal- Tom Thompson:</b> T. Thompson commented that the only change in the contract was the dates. J. Lippert asked where Yankee Springs stands in comparison to other townships in Barry County. Thompson remarked that Yankee Springs is on the high end, #1, for residential, with its lakes.</p> <p>Motion by Jerkatis with support from M. Cook to renew the PCI Contract for 2013. All ayes. MOTION CARRIED.</p>	<p><b>ACKNOWLEDGEMENT OF VISITORS</b></p> <p>Motion to renew the PCI Contract for 2013. All ayes. MOTION CARRIED.</p> <p>Page 1 of 7 YST Bd Trustees 12-13-12</p>

**ACKNOWLEDGEMENT OF VISITORS: Cont'd**

**TTES REPORT- David Middleton**

**Total calls for November: 89**

The busiest year ever for TTES was a total of 1,268 calls. So far this year the total is 1,272. TTES is on pace to shatter this record. The call volume for Yankee Springs Township has risen 2 to 3%.

D. Middleton requested preventative maintenance to be performed on the jaws of life and related equipment. Brief discussion occurred regarding the fact that there aren't many companies that do this type of maintenance work.

Motion by Jerkatis with support from J. Lippert to authorize an estimate of \$560 for preventative maintenance by Rescue Resources located in Rockford, MI on jaws of life and related equipment. All ayes. MOTION CARRIED.

Middleton also spoke of the suicide rate in Barry County. YS Township is the 3<sup>rd</sup> highest in the county. In 2011, there were 137 suicide attempts. There have been 140 so far in 2012 as of the end of October. D. Middleton will leave a flyer with the township office with information on it to help those considering suicide. Middleton mentioned that of those who have sought help, there has been zero reoccurrences.

**BARRY COUNTY COMMISSIONER'S REPORT: Craig Stolsonburg**

C. Stolsonburg met last night with representatives from Orangeville Township, Mark Englerth, Gun Lake Protective Association, the State Park, and the Health Department regarding the E. coli situation. They are testing out the structural integrity of the sewer lines this week. M. Englerth commented that he is pleased with the inter-governmental cooperation. The value of real estate and public health and welfare are important issues involved. M. Englerth feels that they are coming to the end towards a conclusion.

C. Stolsonburg mentioned that there are a lot of openings on committees and advised the audience to check the newspaper for openings.

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

**VETERAN'S MEMORIAL - Jim Orr, Constable** spoke of how nice the Orangeville Veteran's Memorial is. J. Orr's son, Steve Orr, would be willing to take a lead role in this project for Yankee Springs. Also, a memorial for those involved with Emergency Services is under consideration as well. An organizational meeting needs to take place. Funds will hopefully be obtained from donations. Orangeville received funds by issuing bricks with names imprinted on them. At this point, S. Orr is seeking support from the township and a place to hold a meeting from time to time. He would like to hold a meeting in January. M. Cook voiced her approval for the project.

**ACKNOWLEDGEMENT OF VISITORS: Cont'd**

**TTES REPORT: David Middleton**

**Motion to authorize an estimate of \$560 for preventative maintenance on jaws of life and related equipment.**

**BARRY COUNTY COMMISSIONER'S REPORT: Craig Stolsonburg**

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

**VETERAN'S MEMORIAL - Jim Orr, Constable**

M. Bremer of Thornapple Township said they are moving ahead with their memorial as well. J. Lippert commented that any day other than Tuesday and Thursday should be available at the township hall for a meeting.

Motion by M. Cook with support from J. Lippert to publicly go on record to support the Y. S. Veteran Memorial to fruition. All ayes. MOTION CARRIED.

J. Lippert and Jerkatis asked to have their names written down to be on the Veteran's Memorial committee.

**Mark Englerth, Supervisor** mentioned the old Hovercraft trailer to D. Middleton. Also mentioned was the cement parking ties. The idea of listing them on Craig's List was discussed. Jerkatis volunteered to put the items on Craig's List. J. Lippert volunteered to help with information necessary. Craig Stolsonburg mentioned that the county from time to time auctions items off and will help if possible.

Motion by M. Cook with support from Campbell to allow Hovercraft trailer and cement parking ties to be auctioned on Craig's List. All ayes. MOTION CARRIED.

**SUPERVISOR'S REPORT: Mark Englerth**

Fleis & VandenBrink has made the following payment recommendations:

Application #2 Township Hall modification project = \$29,888.10

Application #3 Retainage on Hall modification project = \$5,021.40

Attachment: Three additional items with the hall project = \$920.00  
(This amount includes a credit for the installment of a less expensive changing station in the ADA Restroom).

Motion by M. Cook with support from Campbell to recommend payment to Mugen Construction for Application #2 for the amount of \$29,888.10. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by Jerkatis with support from M. Cook to recommend payment to Mugen Construction for the retainage amount of \$5,021.40 on the Hall modification project. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Discussion occurred regarding the authorization for the three changes billed for in the \$920.00 attachment. Al McCrumb commented that he authorized the additional work because it was necessary.

**PUBLIC COMMENT:**  
**cont'd**

Motion to publicly go on record to support the Y. S. Veteran Memorial to fruition. MOTION CARRIED.

Motion to allow Hovercraft trailer and cement parking ties to be auctioned on Craig's List. MOTION CARRIED.

**SUPERVISOR'S REPORT:**  
**Mark Englerth**

Motion to recommend payment to Mugen Construction for Application #2 for the amount of \$29,888.10. MOTION CARRIED.

Motion to recommend payment to Mugen Construction for the retainage amount of \$5,021.40 on the Hall modification project. MOTION CARRIED.

**SUPERVISOR'S REPORT: Mark Englerth cont'd**

Motion by Jerkatis with support from M. Cook to approve payment for the attachment of \$920.00 to Mugen Construction. This amount (\$920.00) includes a credit for a changing station. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Discussion occurred regarding the payment of the retainage on the parking lot improvement. A parking lot light is ordered and on its way.

Motion by Jerkatis with support from M. Cook to approve payment and check be held of retainage (to West Michigan Dirtworks of \$4864.29) until correct lens is installed in light pole.  
Call for discussion.

Englerth commented that there was no question on his mind that the lens for the light will get replaced. After discussion, Jerkatis amended his previous motion as follows:

Motion by Jerkatis with support from M. Cook to approve final payment with no strings attached to West Michigan Dirtworks of \$4,864.29. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

M. Englerth and R. Lippert, Zoning Administrator met in Kalamazoo today with township legal counsel to cover certain items. A confidential letter will be sent to each board member. Two items that came to the top of the table, commented Englerth, were the ordinance of site condos and dockage rights (needing to be worked on) and for the Planning Commission to go right to work on the sign ordinance.

Motion by M. Cook with support from J. Lippert to direct the Planning Commission to move forward on the sign ordinance and docking rights and ordinance for site condominiums within the next few months. All ayes. MOTION CARRIED.

Clean up has been done at the fire station this past Saturday. Shane Vandenberg volunteered his time and use of his Bobcat. Cathy Strickland has helped as well and has stepped up even beyond her usual this month commented Englerth.

**BREAK: 8:10 p.m.**

**RESUME: 8:27 p.m.**

**Appointments by Supervisor:**

Motion by J. Lippert with support from Jerkatis to approve and support appointment by M. Englerth of Bruce Campbell to the Planning Commission as the Board Representative and M. Cook to the ZBA as the Board Representative. All Ayes. MOTION CARRIED.

**SUPERVISOR'S REPORT:**

**Mark Englerth cont'd**

Motion to approve payment for the attachment of \$920.00 to Mugen Construction. MOTION CARRIED.

Motion to approve final payment with no strings attached to West Michigan Dirtworks of \$4,864.29 MOTION CARRIED.

Motion to direct the Planning Commission to move forward on the sign ordinance and docking rights and ordinance for site condominiums within the next few months. MOTION CARRIED.

**BREAK**

Motion to approve appointment Campbell to the Planning Commission as the Board Rep. and M. Cook to the ZBA as the Board Rep. MOTION CARRIED.

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YST Bd Trustees  
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**OATH OF OFFICE ADMINISTERED:**

J. Lippert administered the Oath of Office to M. Cook (1 yr. Appointment – Board Representative to ZBA) and to B. Campbell (1 yr. Appointment – Board Representative to the Planning Commission).

**ZONING ADMINISTRATOR’S REPORT:** by Robert Lippert

**November SPR’s:** (4): 1- new house, 1- house addition, 1 – accessory building, 1 – tear down.

**Planning Commission:**

Two items were dealt with at the most recent PC meeting of November 15th:

- 1) Correspondence was drafted to the owner of property at the corner of M-179 & Patterson regarding the signage situation.
- 2) The PC requested a Joint Meeting on December 20, 2012.

**ZBA:** A meeting was not held for this month.

**Complaints:** (1)

- 1. Palmer Drive – (Carry over) from last month. Owner has complied with the request of the Board. No further action to be taken.

**McKenna Billing-**

Motion by M. Cook with support from J. Lippert to approve the November 2012 billing of \$607.50 and to be passed onto the Planning Commission. Ayes: 4, Nays: 1. MOTION CARRIED.

**FEMA** - The current total of Letter of Map Amendments is: (One additional LOMA was added this month).

**277 LOMA’s of 465.**

**TREASURER’S REPORT:** by John Jerkatis

Motion by M. Cook, with support by Campbell to accept the financial report as presented. Approved by all. MOTION CARRIED.

**Resolution Salary Amended: Treasurer & Deputy Treasurer Pay Amounts**

Motion by J. Lippert with support from M. Englerth to approve and amend Treasurer Salary Resolution No. 12-01-12 (Treasurer) (attached to minutes). Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0.

**OATH OF OFFICE ADMINISTERED**

**ZONING ADMINISTRATOR’S REPORT:** by Robert Lippert

Motion to approve the November 2012 billing of \$607.50 and to be passed onto the Planning Commission. MOTION CARRIED.

**TREASURER’S REPORT**

Treasurer’s Report approved

MOTION CARRIED.

**TREASURER'S REPORT:** by John Jerkatis- continued

Motion by M. Cook with support from J. Lippert to approve and amend Deputy Treasurer Salary Resolution No. 12-02-12 (Deputy Treasurer) (attached to minutes). Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Don Jansma has been Deputy Treasurer and has retired. Alice Jansma took on this position and was sworn in today. M. Englerth explained that Alice was Deputy Supervisor. Now her position is being called Administrative Assistant and Deputy Treasurer.

**Water Report (Supervisor's Report):** Englerth pointed out the proactive approach on maintenance that GLASWA takes.

**CLERK'S REPORT: by J. Lippert**

Clerk Lippert fielded any questions and explained any items relating to accounts payable checks presented. The current ledger format gives details for every check.

Motion by M. Cook with support from J. Lippert to approve payroll checks #4744-4766 for the amount of \$11,834.74. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Motion by Campbell with support from M. Cook to approve accounts payable checks #911830- 911864 for the total amount of \$113,149.45. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

Discussion occurred regarding a yearly contract amount to be paid to Orkin Pest Control instead of separate monthly bills.

Motion by M. Cook with support of Jerkatis to table the payment decision of Orkin bills until further notice. All ayes. MOTION CARRIED.

Workmen's Compensation Dispensation Group Dividend was received by Township for the amount of \$208.00.

**PCI Report:** November: Added value: \$354,200.00. Currently the PCI report goes into Jan's report. This will be transferred to the Zoning Administrator's Report.

**Other Accounts Payable items:**

J. Lippert reviewed check #s 911818-827 of which #s 911822-24 are void.

Motion by M. Cook with support from Jerkatis to approve check #s 911826 & 827 to the US Post Office and Katie Hayward respectively, for the total amount of \$1,104.00. The US Post Office check was for postage to mail out tax bills. Roll Call: Jerkatis: yes, J. Lippert: yes, Englerth: yes, M. Cook: yes, Campbell: yes. Yes: 5, No: 0. MOTION CARRIED.

**TREASURER'S REPORT:**

by John Jerkatis- continued

Motion to approve and amend Treasurer Salary Resolution No. 12-01-12 (Treasurer). MOTION CARRIED.

Motion to approve and amend Deputy Treasurer Salary Resolution No. 12-02-12 (Treasurer). MOTION CARRIED.

**CLERK'S REPORT: by J. Lippert**

Accounts Payroll & Payables approved.

Motion to table the payment decision of Orkin bills until further notice. MOTION CARRIED.

**CLERK'S REPORT: by J. Lippert cont'd**

**Special Meeting Reminder: December 20, 2012:** The Board of Trustees will meet with the Planning Commission.

Discussion occurred regarding the presence of a professional planner at this meeting. It was determined that no attorney or planner will be at the meeting on the 20<sup>th</sup>. This meeting will not be the annual "Joint Meeting", which will be scheduled for January or February.

J. Lippert will be publishing the annual yearly calendar of meetings in newspapers.

**OLD BUSINESS/NEW BUSINESS:**

Discussion took place regarding whether Strategic Planning for the Board should take place yet this evening or not. It was decided that Board members needed more time to be prepared and to categorize everything. M. Englerth will have copies of the whiteboard used for the first planning meeting. He suggested that the board members take this copy home for homework. Englerth will also ask office employees to write up their job descriptions.

**OTHER PUBLIC COMMENT:**

Al McCrumb commented, "The Hovercraft lives!" It is serving in Sault Ste. Marie.

McCrumb also mentioned that salary resolutions are set once a year. McCrumb commented that someone cannot change their own salary unless it was at a budget hearing. Greg Purcell, PC Member, agreed with McCrumb's comment. G. Purcell cited an example from Kalamazoo regarding a Drain Commissioner. After further discussion, including the point that Jerkatis' overall salary did not change, it was decided that an attorney would be consulted on the matter.

**Scott Havens, of the ZBA,** inquired about his term and that of Keith Middlebush's in which both expire at the end of December. J. Lippert commented that re-appointment will take place at the next ZBA meeting.

**ADJOURNMENT:**

Motion by J. Lippert with support from M. Cook to adjourn at 9:27 PM. Approved by all.

Respectfully submitted:  
D. Mousseau  
Recording Secretary 12-13-12

12-20-12 / jcl draft  
Approved Date: \_\_\_\_\_  
Janice C. Lippert, Township Clerk

Final Approval of Minutes: Jan. 10, 2013

**CLERK'S REPORT: by J. Lippert cont'd**

Approval of checks for tax bill postage and payment to K. Hayward. **MOTION CARRIED.**

**OLD BUSINESS/NEW BUSINESS**

**OTHER PUBLIC COMMENT**