

YANKEE SPRINGS TOWNSHIP  
BOARD OF TRUSTEES Regular Meeting

Thursday, March 13, 2025  
6:00 pm  
Yankee Springs Township Hall  
284 N. Briggs Rd., Middleville, MI 49333

DRAFT MINUTES

DRAFT MINUTES

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YS Board of Trustees  
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Meeting called to order at 6:00 PM by Supervisor Rob Heethuis

PLEDGE OF ALLEGIANCE

INVOCATION

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

**Staff Present:** Rich Beukema, Frank Fiala, John Frigmanski, Brad Williams, Dennis Buist, Sandy Marcukaitis

**Visitors:** 11

ADDITIONS/CHANGES TO AGENDA:

**Motion by Hopkins with support from Heethuis to add a RIT quote for the fire department to the agenda. Roll Call Vote:** Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes; Hopkins: yes.

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

**Motion by Heethuis with support from VanHouten to add mulch for the township park. Roll Call Vote:** VanHouten: yes; Heethuis: yes; Knowles: yes; Hopkins: yes; Mousseau: yes.

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

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

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

- Board minutes 02/13/2025 Regular BOT meeting.
- February 2025 Accounts Payable Checks # 918372 through #918420. Total Amount \$86,968.41.
- February 28, 2025 Payroll Checks #8136 through #8156 = \$17,312.74.
- February 2025 Fed. P/R withholding \$5,919.65. February 2025 state payroll tax withholding \$976.14.

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

INVOCATION

ROLL CALL

MOTIONS TO AMEND  
AGENDA

MOTION TO ACCEPT  
AGENDA

MOTION TO APPROVE  
CONSENT AGENDA

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

#### ACKNOWLEDGEMENT OF VISITORS:

County Commissioners Catherine Getty and Marcia Bassett  
Yankee Springs Fire Department Assistant Fire Chief Dan Miller and members of the Yankee Springs Fire Department

- **Chief Miller** gave an overview of the fire and medical activity for the month of February as well as a review of the training and current personnel. Training this month included ice rescue. There is a total of 20 personnel on the Fire Department currently.
- Supervisor Heethuis recognized and applauded Fire Fighters Katsma, Bouma and Fire Training Officer Henion for completing Fire Officer One class. They are now all enrolled in Fire Officer Two class.
- Chief Miller said the switch to stand-alone status on March 1<sup>st</sup> went as expected, mostly a matter of paperwork. The EMS switch is also being worked on to go into effect in April.
- **Commissioners Getty and Bassett** shared activities at the county level including the new PACE program for financing energy efficient programs, information on the Opioid Settlement Funds needs assessment, and the Hall Lake Open House regarding a future box culvert that was held last night at the Hastings Library.

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

- February 2025 Financial Statement and Investment reports were reviewed.
- Compliments were given to Treasurer Mousseau for her work on getting the best interest rates on the investments.

**Motion by Heethuis with support from Hopkins to approve the Treasurer's Report as presented. Roll Call Vote:** Knowles: yes; Hopkins: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes.

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

#### CLERK'S REPORT:

- March 2025 Current Invoice Journal as of 03/13/2025 totaling \$182,364.21 which includes the \$150,000 annual payment to the Road Commission.

**Motion by Heethuis with support from Knowles to approve the March 2025 Current Invoice Journal. Roll Call Vote:** Hopkins: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes.

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

- Report on VanderKam property:
  - The clerk has been talking with the insurance company and Mr. VanderKam with regard to the bill that the township paid to have the cars moved at the fire which was a bill for \$1,200.00 (amount confirmed after meeting) and it has been verbally committed by the insurance company that the township will be

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#### ACKNOWLEDGEMENT OF VISITORS

#### TREASURER'S REPORT

#### MOTION TO APPROVE TREASURER'S REPORT

#### CLERK'S REPORT

#### MOTION TO APPROVE INVOICE JOURNAL

#### REPORT ON VANDERKAM PROPERTY

receiving reimbursement for the B&R bill.

- No further information was able to be obtained from Mr. VanderKam about his plans for sales of the remaining vehicles.
- Mr. Williams will be making his next inspection of the property on April 15.
- Mr. VanHouten brought up a question on the amount of the bill from B&R – was it really \$120,000? Mr. Knowles thought it was \$12,000 but Mrs. Mousseau said she thought only \$1700.00. Mr. Hopkins will check.

(\*Clerk Hopkins confirmed after the meeting the amount was \$1,200.00 from B & R)

- Report on needs for scanning and digitizing township records.
  - The township has gotten a free trial on a digitizing system from Ocean Omega to see how functional it is and how fast it could be. It is significantly less expensive than was anticipated for the software.
  - It still needs to be determined what the cost would be to complete the actual scanning and digitization of all the past records.
  - Electronic records would be stored here at the township and at an outside source.
  - Ocean Omega also has provided a free trial of software for modernizing the cemetery records which if it proves useful would be a cost of approximately \$120 per year.
  - Records on township properties would be saved under Parcel ID number.
  - No records will be destroyed until everything is completely secure.

#### COMMITTEE REPORTS:

##### Park Committee:

- Supervisor Heethuis has not yet met with the contractor on the renovation so that will be reported at the next meeting.
- The Women's Club is setting up a program with the TK middle school to put in mulch at the berms.

**Motion by Heethuis with support from VanHouten to approve the mulch for the township park not to exceed \$900.00. Roll Call Vote:** Hopkins: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes.

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

##### Recycling Committee:

- Supervisor Heethuis reported that next Friday they are meeting with the County Waste program.
- Next committee meeting will be next Tuesday, March 18.

##### Veterans Committee

- Mick Lane has volunteered to take over as chair of the committee.

**Motion by Heethuis with support from Hopkins for Mick Lane to assume the position of chair of the veterans committee. Roll Call Vote:** Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes; Hopkins: yes.

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

##### Planning Commission:

- PCI February 2025 report in board member packet.

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#### REPORT ON NEEDS FOR SCANNING AND DIGITIZING TOWNSHIP RECORDS

#### PARK COMMITTEE REPORT

#### MOTION TO APPROVE MULCH FOR THE TOWNSHIP PARK

#### RECYCLING COMMITTEE REPORT

#### VETERANS COMMITTEE

#### MOTION TO APPROVE MICK LANE AS CHAIR OF VETERANS COMMITTEE

#### PC REPORT

- February meeting
  - Approved an SEU for a short-term rental in Whispering Pines.
  - Held a joint meeting with the DNR where they shared their upcoming plans.
  - Discussed the master plan.
  - Had a discussion on Whispering Pines but after being made aware of a judgment it was tabled and will be reviewed next week.
- Next regular meeting March 20, 2025.

#### **Zoning Board of Appeals:**

- No March meeting.
- Next meeting will be April 8, 2025 if needed.

#### **Fire/EMS Report:**

- February 2025 Fire/Emergency Medical responses in board member packet.
- Yankee Springs Fire Station is now a stand-alone fire station.
- The fire department is required to have an additional proposal for a Rapid Intervention Kit (RIT) to go into our trucks which is mandated by the NFPA. The cost is estimated at \$7,161.00.

**Motion by Hopkins with support from VanHouten to approve spending up to \$7,500 on this particular kit depending on what the final cost comes in at.** Discussion: Is there opportunity to get any other quotes or does this only come from one source? This is mandatory from NFPA and it is specific to our fire department equipment. Chief Miller said the final quote came in today just under \$7,000.

**Hopkins amended motion to \$7,000 with support from VanHouten. Roll Call Vote:**  
 Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes; Hopkins: yes.

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

- Yankee Springs will cut ties with Wayland EMS as on April 10, 2025.
- Yankee Springs needs to either purchase or replace the in-truck radios and the base that belong to Wayland Fire Department.
- The board asked to postpone this decision until more details are available from Wayland as to whether they will remove the radios or if Yankee Springs will have to pay Wayland to keep them.
- Supervisor Heethuis attended the Wayland EMS meeting last night and spoke with regard to the letter that the attorney drafted regarding the separation. An email was received today accepting the end of the contract at the amount of \$2,930.52 for the month of March and the ten days in April.
- The agreement is already in place with Thornapple EMS.

#### **Water Advisory Committee:**

- Next meeting will be in Spring of 2025.

#### **Board Action Items:**

- Spring Cleanup April 19, 2025 – Mr. Heethuis asked Mrs. Marcukaitis to check with the Women's Club to see if they want to coordinate with their clean up event. It will be kicked off again at the Yankee Springs Fire Department.

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#### **ZBA REPORT**

#### **FIRE/EMS REPORT**

#### **MOTION TO APPROVE \$7,000 FOR RAPID INTERVENTION KIT**

#### **WATER ADVISORY COMMITTEE**

#### **SPRING CLEAN UP**

- Review restroom renovation bids.
- Mr. VanHouten reviewed the two bids received:
  - Foose Construction \$22,165.00 (not everything was clearly covered in the writeup).
  - Koval Construction \$22,650.00 bid had better detail. Included adding a bench in the women's restroom.
  - Trustees VanHouten and Knowles both expressed that they were more comfortable with Koval Construction due to the details in the bids and due to the work that had been completed on the kitchen renovation.

**Motion by VanHouten with support from Knowles to accept the Koval Construction bid for \$22,650.00 with no additions. Roll Call Vote: Heethuis: yes; Knowles: yes; Hopkins: yes; Mousseau: yes; VanHouten: yes.**

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

#### **PUBLIC COMMENT:**

**Dave Laansma** (Payne Lake Rd): Just a question regarding the digitizing of the records and how solid is the security. Mr. Hopkins said yes, it is solid.

#### **BOARD COMMENT:**

**Mousseau:** No new taxes until July. Tomorrow she will go the County and settle with them. Thanks to Tom for sticking with us. He's learning a lot of new things and implementing them well. Appreciate everyone doing their job.

**VanHouten:** I'm turning into a recycle freak. It's amazing when you have two cans how much you can put in the recycle can. Would love to see the culture of all the local businesses to stop using plastic bags. Not an ordinance just the way to do business. What would the Board think about looking into closing the office on Fridays and if there is any savings pass that on to the office staff salaries? Trying to position ourselves so that it's an attractive job because we have some people that are going to retire sooner or later and we want to be able to attract some good people. There are no benefits so maybe we could start some discussions before we get to budgeting time in May and June.

**Hopkins:** Please don't mention retirement to those ladies because they are outstanding and a storehouse of knowledge. But it is going to happen someday and we have to look at that a little bit, probably before we do the budget for next year.

**Knowles:** Thanked Dave for the Veterans Memorial and what a great job has been done. He really appreciates it.

**Heethuis:** A little bird mentioned that it's time to think about a Spring newsletter and a date should be set soon. Second thing, the election committee that was okayed last month will need to start getting together next month. The committee includes Deb McKenna, Marge, Tom, and Rob. Will start looking at that next week.

**VanHouten:** asked Tom to let Foose Construction know about the restroom bid.

#### **ADJOURNMENT:**

**Motion by Mousseau with support from Hopkins to adjourn the meeting at 7:03 PM.**

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#### **MOTION TO APPROVE RESTROOM BIDS**

#### **PUBLIC COMMENT**

#### **BOARD COMMENT**

#### **ADJOURNMENT**

*Approved by all. Motion Carried.*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Respectfully submitted by:

Betsy Frigmanski, Recording Secretary

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