

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

Thursday, December 11, 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
Regular Meeting
December 11, 2025

Routing 12/18/25

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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: Dan Miller, Dennis Buist, Frank Fiala, Brad Williams, Sandy Marcukaitis

Visitors: 9

ROLL CALL

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

**MOTION TO ACCEPT
AGENDA**

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

Consent Agenda:

- Minutes of November 13, 2025 board meeting
- Disbursements November 2025
 - IPA Twp. Renov. #40- Nov. 1, 2025 AUTO PAY \$ (5,689.47)
 - AP Checks of 11-13/25: 918767-918808 \$ (54,105.90)
 - AP Checks of 11/25/25: 918809-918823 \$ (13,313.58)
 - Payroll #8464-8481 Fire 11/11/25 \$ (12,940.18)
 - Mid Month payroll Fed. w/holding for FIRE 10/7/25 \$ (3,077.40)
 - State Monthly W/H for Fire only - (to be pd in Dec.) \$ (658.36)

General Payroll Checks	next month*
Federal Tax Payroll End of Month W/H General Payroll	next month*
State Monthly W/H end of month including Fire W/H	next month*

*Due to extended Thanksgiving weekend General
Payroll was processed 12/1/2025

Total Disbursements \$	\$ (89,784.89)
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Motion by Knowles with support from VanHouten to approve the consent agenda. Roll
Call Vote: VanHouten: yes; Heethuis: yes; Knowles: yes; Hopkins: yes; Mousseau: yes.

**MOTON TO APPROVE
CONSENT AGENDA**

<p>Yes: 5, No: 0. MOTION CARRIED</p>	<p>DRAFT MINUTES Page 2 of 6 YS Board of Trustees Regular Meeting December 11, 2025</p>
<p>ACKNOWLEDGEMENT OF VISITORS:</p> <p>Fire Chief Dan Miller</p> <p>Alice Jansma</p> <p>County Commissioner Catherine Getty and Marsha Bassett: The commissioners gave a brief overview of recent meetings at the county, including the purchase of software for vital records, human resources, and finance departments. They passed a Memorandum of Understanding with the steering committee to establish a Thornapple River Trail going from Nashville to the Grand River. There was also an agreement signed between the County and the United Way for the provision of some veterans' services.</p>	<p>ACKNOWLEDGEMENT OF VISITORS</p>
<p>PUBLIC COMMENT:</p> <p>Mike Cunningham (Heritage Bay Dr): Mr. Cunningham stresses that following proper procedures is essential for effective and trustworthy government. At the prior meeting, corrections to the minutes were improperly approved through the consent agenda without discussion. Doing this the right way would have resulted in the same outcome, but would not have created a poor perception. He also objects to the vote on selling the old fire truck because it was raised during board comments instead of being added to the agenda. Although he supports the sale, the process lacked public notice and forced the board members to vote without seeing any information or having time to consider it before the meeting. Although these two things may not have been illegal, they were improper. He would like to know that board members are paying attention to make sure that the board is doing everything the right way.</p>	<p>PUBLIC COMMENT</p>
<p>TREASURER'S REPORT: Prepared by Deb Mousseau, Treasurer</p> <ul style="list-style-type: none"> Appointment of Diane Dykgraaf as Deputy Treasurer: This is not required by the township board but the bank needs record of it in meeting minutes. 	<p>TREASURER'S REPORT</p>
<p><u>Motion by Mousseau with support from Heethuis to appoint Diane Dykgraaf as Deputy Treasurer. Roll Call Vote:</u> Heethuis: yes; Knowles: yes; Hopkins: yes; Mousseau: yes; VanHouten: yes.</p>	<p>APPROVE APPOINTMENT OF DEPUTY TREASURER</p>
<p>Yes: 5, No: 0. MOTION CARRIED</p> <ul style="list-style-type: none"> November 2025 Financial Statement and Investment Report were reviewed. <p><u>Motion by Hopkins with support from VanHouten to approve the Treasurer's Report as presented. Roll Call Vote:</u> Knowles: yes; Hopkins: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes.</p>	<p>MOTION TO APPROVE TREASURER'S REPORT</p>
<p>Yes: 5, No: 0. MOTION CARRIED</p> <p>CLERK'S REPORT</p> <p><u>Motion by Mousseau with support from Knowles to approve current accounts payable checks from 824 to 852 for \$44,152.66 and the Fire Department Payroll checks 513 to</u></p>	<p>CLERK'S REPORT</p> <p>MOTION TO APPROVE CURRENT PAYABLES</p>

529 for \$10,519.63 Discussion: A check for \$17,500 to Peerless Water was included in this total. **Roll Call Vote:** Hopkins: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes.

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

COMMITTEE REPORTS:

Planning Commission:

- Meeting November 20, 2025.
 - Recognized Rich Beukema for his years of service.
 - Public forum was held on the Master Plan and there was input received from the residents and from the township's Planner.
 - Continued working on mining ordinance and reviewed Annual Report. Continued discussions on the Capital Improvement Plan.
 - There will be a special meeting tomorrow night at 6:00 PM with the attorney to work on the mining ordinance.
- Next regular meeting December 18, 2025.
- The Board is looking at January 20, 2026 at 6:00 PM for the joint meeting.

Zoning Board of Appeals:

- Meeting December 9, 2025: They heard an appellant who had purchased an STR with the intent to have the short-term rental continue. It's clearly written that once a property changes hands, STRs are denied so the appeal was turned down on the sale of the property.
- Next meeting will be January 13, 2026 if needed.

Zoning Department:

- VanderKam property: The owner is continuing to work to bring the property into compliance. He has removed debris and a large pile of tires and continues to work on the property.
- There may be a hearing in front of a judge next month.

Fire/EMS Report:

- November 2025 Fire/Emergency Medical responses.
 - 9 fire alarms during November.
 - Fire Department assisted with the Veterans' Memorial Ceremony.
 - 24 medical responses during November. 5 were during the duty shift and the rest were handled by off duty personnel.
 - Both Fire and Medical responses are slightly below 2024 year to date numbers.
- Chief Miller reviewed the training that was conducted last month.
- The department is working on cost recovery programs, particularly with power line calls, false alarms, etc.
- Discussion is taking place about having the Fire Department take over the snow plowing and mowing for the Fire Station and the Township Hall for possible cost savings to the township.

Park Committee:

- No report.

Recycling Committee:

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PC REPORT

ZBA REPORT

ZONING DEPARTMENT REPORT

FIRE/EMS REPORT

PARK COMMITTEE REPORT

RECYCLING COMMITTEE REPORT

<ul style="list-style-type: none"> • Reimbursement has been received. • The amount of material (in tons) that is being recycled is huge. <p>Veterans Committee:</p> <ul style="list-style-type: none"> • Trustee VanHouten is again serving as committee chair. • The committee has started a list and submitted some items for the Capital Improvement Plan. <p>Clean Water Committee</p> <ul style="list-style-type: none"> • Pilot study to determine the best media to replace the current media with the goal of increasing the capacity of arsenic removal is finished. • Report is being compiled right now by Peerless and will be available shortly. • It appears that the second half of the grant money may be received in January. <p>Gun Lake Improvement Board Committee</p> <ul style="list-style-type: none"> • No meeting (seasonal). 	<p>DRAFT MINUTES Page 4 of 6 YS Board of Trustees Regular Meeting December 11, 2025</p> <p>VETERANS COMMITTEE REPORT</p> <p>WATER COMMITTEE REPORT</p> <p>GLIB REPORT</p>
<p>Board Action Items:</p> <ul style="list-style-type: none"> • Approve contract between Yankee Springs Township and GLASWA <ul style="list-style-type: none"> ○ It is the same contract that has been passed in previous years except for labor cost adjustments. ○ It is a four-year contract offset by one year from the township board elections. <p><u>Motion by Heethuis with support from Hopkins to approve the contract with GLASA.</u> Roll Call Vote: Mousseau: yes; VanHouten: yes; Heethuis: yes; Knowles: yes; Hopkins: yes.</p> <p>Yes: 5, No: 0. MOTION CARRIED</p> <ul style="list-style-type: none"> • Approve land division at 790 Courtney Drive <ul style="list-style-type: none"> ○ The Zoning Administrator has reviewed and approved request by Carl Ostenbrock to divide into two new parcels. ○ Assessor Dan Scheuermann has approved and proposes to assign new parcel numbers: #16-015-300-11 and #16-015-300-12. ○ This split would be in compliance with the state laws and with the township zoning ordinance. <p><u>Motion by Heethuis with support from Knowles to approve the requested land division.</u> Roll Call Vote: VanHouten: yes; Heethuis: yes; Knowles: yes; Hopkins: yes; Mousseau: yes.</p> <p>Yes: 5, No: 0. MOTION CARRIED</p> <ul style="list-style-type: none"> • Reaffirm Ryan Craven and Frank Fiala to Planning Commission for 3 years <p><u>Motion by Heethuis with support from Knowles to appoint Ryan Craven to the Planning Commission for three years.</u> Roll Call Vote: Heethuis: yes; Knowles: yes; Hopkins: yes; Mousseau: yes; VanHouten.</p> <p>Yes: 5, No: 0. MOTION CARRIED</p> <p><u>Motion by Heethuis with support from Knowles to appoint Frank Fiala to the Planning</u></p>	<p>MOTION TO APPROVE CONTRACT WITH GLASA</p> <p>MOTION TO APPROVE LAND DIVISION AT 790 COURTNEY DRIVE</p> <p>MOTION TO REAPPOINT RYAN CRAVEN TO THE PC</p> <p>MOTION TO REAPPOINT FRANK FIALA TO THE PC</p>

Commission for three years. **Roll Call Vote:** Knowles: yes; Hopkins: yes; Mousseau: yes; VanHouten; Heethuis: yes.

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

Motion by Hopkins with support from Knowles to approve the 2026 meeting schedule as presented. **Roll Call Vote:** Knowles: yes; Hopkins: yes; Mousseau: yes; VanHouten: yes; Heethuis: yes.

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

- Recognition of Alice Jansma (read by Supervisor Heethuis):

Alice is retiring after many years of dedicated service to Yankee Springs Township. Alice became active in Yankee Springs in the 80's. Before that she worked 38 years as a Thornapple Public Schools business manager. This gave Alice a very strong background in finance. In the 80's she was on the Board of Trustees and had a lot to do with the sewer that was put in here in Yankee Springs. In the 90's she was voted in as Treasurer. This was when the water system was being put in. Alice has been a trustee, a treasurer, a deputy supervisor, and a deputy treasurer. In the 90's she also became involved with the township elections which became a family involvement, including her husband Dan, her son Peter and Peter's wife Sharon, and now her granddaughter Clair. They are all election workers. Alice reflects that she is proud of her involvement, particularly the work with the water and the sewer systems. She worked hard every day and always cared about doing things the right way. Her efforts did not go unrecognized; everyone who worked with her appreciated all she did for the township. As she moves into retirement, the community and the Board thank her and wish her the very best. Thank you, Alice Jansma!

- At this time Alice was presented with a plaque and photographs were taken. Cake and social time will be enjoyed after the meeting.

PUBLIC COMMENT:

Mike Cunningham (Heritage Bay Dr.): He expressed his appreciation to Alice for all her work and to the whole Jansma family for their involvement with the elections. The township is very fortunate to have Diane Dykgraaf as a replacement. The treasurer has sole appointment power for the deputy treasurer and the Board has no authority over that so they should not have voted on it. Some future board may take that as precedent that the board has to approve it and the board does not. It is perfectly appropriate for board members to express their opinion on it in board comment.

Dave Laansma (Payne Lake Rd): Thanked the Board for all their work this year and wished them a happy holiday and thanked Alice Jansma for all her work for the township.

BOARD COMMENT:

Hopkins: Thanked Deb for her work on getting the best interest rates on the township's funds. It is really outstanding and earned the township another \$25,000 this year.

Knowles: Thank you to Alice. You mean a lot to me, you've taught me a lot, and I

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**MOTION TO APPROVE
2026 MEETINGS
PUBLIC COMMENT**

**RECOGNITION OF ALICE
JANSMA**

PUBLIC COMMENT

BOARD COMMENT

appreciate it. Merry Christmas!

Mousseau: Thank you, Alice. We are going to miss you and we really appreciate you. We're open December 30 from 9 to 5 for tax collection for the end of the year. Thanks to Rob for the poinsettias and Tom too, and for the ham. Merry Christmas everyone!

VanHouten: Alice, I miss you already! Time goes so fast, especially the holiday season. I wish it would slow down. I hope everybody has a great Christmas.

Heethuis: It's Christmas and I'd like to wish everyone a very Merry Christmas and a happy holiday. It's good to see you all tonight and drive home carefully. But before you go, have a piece of cake with Alice and share a memory.

ADJOURNMENT:

Motion by Mousseau with support from VanHouten to adjourn the meeting at 6:51 PM.

Approved by all. Motion Carried.

Approved by: _____ Date: _____

Respectfully submitted by:
Betsy Frigmanski, Recording Secretary
December 15, 2025

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ADJOURNMENT