

MINUTES OF THE REGULAR MEETING
OF THE WHEATFIELD TOWNSHIP
BOARD OF TRUSTEES
INGHAM COUNTY, MICHIGAN

Tuesday September 8, 2020 7:00PM
(Meeting held in Large Room)

Clerk Kapp called meeting to order at 7:01PM. Roll call—Miller, Kapp and Allen-present. Myer and Henley-absent.

PUBLIC COMMENT: Opened at 7:02 PM. Violet Lentz said township resident Jay Brazier expressed willingness to become involved in the township in some capacity. Closed at 7:03 PM.

MINUTES:

Motion by Allen to approve the minutes of the regular meeting of August 11, 2020, seconded by Miller. All were in favor—motion carried. Myer and Henley absent.

*Copies of the minutes are available at the township office.

*******REPORTS*******

TREASURER'S REPORT: Given by Miller. Summary:

- ✓ Independent Bank General Fund-fund balance equity:----- \$194,083.10
- ✓ Independent Bank Tax Roll Checking balance:----- \$ 149,053.08

Motion by Allen to approve the treasurer's report of August 31, 2020, seconded by Kapp. All were in favor—motion carried. Myer and Henley absent.

- ✓ The glass germ barrier is in place in the office window.
- ✓ The summer tax collection is in full swing.
- ✓ The audit is scheduled for September 17th.

*Copies of the treasurer's report are available at the township office.

PLANNING COMMISSION: Given by Miller.

- ✓ No meeting in August, but there will be a September meeting.

N.I.E.S.A.: Henley absent-no report.

✓

*A copy of NIESA's minutes is available at the township office.

CEMETERY: Given by Lentz. Violet is continuing to work with Polly Brainerd, a township resident who has expressed interest in the Sexton position, with Julia O'Connor as assistant.

- ✓ Dennis Cemetery: Mowing done twice a month.
- ✓ Cabot Cemetery: Mowing and maintenance done—there are no lots available.
- ✓ Spaulding Cemetery: Mowing and maintenance done—there are no lots available.

*A copy of the cemetery report is available at the township office.

SUPERVISOR: Myer absent, report submitted in writing:

✓

*A copy of the supervisor's report is available at the township office.

CLERK: Given by Kapp. Summary:

- ✓ The year-to-date report is attached as well as the most recent Revenue Sharing Projections. They are not as dire as earlier predicted.
- ✓ The post-Election activity included clean-up and reorganization of election materials, inputting of voter history, deletion of all election related files on the EPB, the flash drive and the computer.
- ✓ There were two post-election FOIA requests that were fulfilled within the timeframe, but which were later rescinded

- by the requester.
- ✓ Preparation for the election in November is well underway, with more than 500 absentee ballot requests already received. Ballots will be sent by September 19th. Postage will be included on the return envelope for ballots, which will be reimbursed by the State of Michigan.
- ✓ A recount for Vevay Township in which I participated had the exact same results as election night tabulation.

*Copies of the clerk's report are available at the township office.

SHERIFF: Submitted in writing by Deputy Rick Hoeksema.

✓

*Copies of the Sheriff's report are available at the township office.

*****DISCUSSION ITEMS*****

1. *Relocation of a monument for Ream in Dennis Cemetery.* The issue is that several years ago at the direction of a township official a monument was misplaced at the foot of a grave instead of the head. The original monument company is no longer in business, however, Great Lakes Monument from Perry, Michigan can move it to the correct place at a cost to the township of \$200.00. This item will be on October's agenda under discussion.

2. *Office reopening update.* The emergency order has been extended until October 1st, so the office will be closed to the public at least until then. With taxes due on Monday September 14th Holly thinks she may need to have some limited face-to-face contact with residents, at least for a day or so. Also, sometime during October, probably the last half or so Denny will need to be open for early/in-person voting, so some arrangement will need to be made. We will prioritize the best safety practices in serving our residents while staying safe ourselves.

*****ACTION ITEMS*****

1. Fee Schedule Amendment

Motion by Allen to approve the amendment to the 2020-2021 Compensation and Fee Schedule for Wheatfield Township Personnel and Services to raise the cost of Open/Close for burial sites as presented, seconded by Miller.

Roll call vote: Allen, Miller and Kapp-yes. Motion carried. Myer and Henley absent.

2. Payroll and Accounts payable (August 2020 bills). Reports attached.

Motion by Allen to pay the August 2020 bills, seconded by Miller.

Roll call vote: Allen, Miller and Kapp-yes. Motion carried. Myer and Henley absent.

Motion to adjourn by Allen, seconded by Miller. All were in favor—motion carried. Myer and Henley absent. Meeting ended at 8:00 PM.

Respectfully submitted,

Denise Kapp, Clerk

Date

Next board meeting:
Tuesday October 13, 2020 at 7:00 pm.