

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

Tuesday April 12, 2022 7:00PM
(Meeting held in the community room)

Supervisor Myer called meeting to order at 7:00PM.

Roll call—Allen, Henley, Kapp, Miller and Myer, present.

Pledge of Allegiance.

PUBLIC COMMENT: Opened at 7:01 pm. One person spoke about wind turbines. Public comment closed at 7:03 pm.

MINUTES:

Motion by Henley to approve the minutes of the regular meeting of March 8, 2022, seconded by Allen. All were in favor. Motion carried.

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

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

TREASURER’S REPORT: Given by Miller. Summary as of March 31, 2022:

- ✓ Independent Bank General Fund-fund balance equity:----- \$ 297,127.50
- ✓ Independent Bank Certificate of Deposit:----- \$ 100,000.00
- ✓ Independent Bank Tax Roll Checking balance:----- \$ 1,600.00
- ✓ Cemetery Certificate of Deposit:----- \$ 8,200.00

Motion by Henley to approve the treasurer’s report of March 31, 2022, seconded by Allen.

All were in favor. Motion carried.

- ✓ Holly reported that she has settled the 2021 tax year with Ingham County.
- ✓ Eric Schertzing, Ingham County Treasurer has resigned. Alan Fox is his replacement.
- ✓ Rachel’s last day was March 10, 2022, Holly is looking for a replacement.
- ✓ Holly attended two webinars and is still working on the ARPA reporting process.
- ✓ The general fund certificate of deposit of \$100,000 is up for renewal.

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

CEMETERY: Given by sexton Polly Brainerd.

- ✓ Spaulding Cemetery clean-up. On April 1st, four dying trees were cut down by a tree-cutting service. The next day a group of volunteers spent a couple of hours piling up stumps and raking brush into manageable piles. Don Henley will oversee the burning of the brush. **A big Thank-You to Polly for organizing the clean-up and to all the volunteers who helped out on Saturday.*
- ✓ Related to the above work, one tree was cut down near a gravesite and the family is requesting permission to plant a tree in its place. Our Cemetery Ordinance authorizes the township clerk and sexton to make the determination, and no one on the board had an objection.
- ✓ Polly provided a map in the Spaulding Cemetery with eight gravesites that are proposed for reopening for cremation burials only. [~~The proposed sites are in an area that was originally intended to be a roadway, therefore no sales of lots have occurred there.~~] Per our Cemetery Ordinance, up to 5 cremains can be buried in each lot. This item will be on the agenda in May under action.
- ✓ Polly has received an estimate of the work to preserve the cloth map of the Dennis Cemetery. The estimate would not exceed \$935.00 and could possibly be less. We can utilize the funds from CivicPlus awarded to the township for Violet’s Volunteer of the Year honor to pay for the restoration. Move to action for tonight.

PLANNING COMMISSION: No report. There was no meeting in March.

N.I.E.S.A.: Given by Henley and submitted in writing.

- ✓ They are awaiting a response from the Webberville DDA regarding the proposed agreement of revenue sharing.
- ✓ Don is still on the finance committee.

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

SUPERVISOR: Given by Myer and submitted in writing.

- ✓ Summary: There were three zoning approvals for the month—two for single family dwellings and one for a sunroom addition. There were numerous inquiries regarding land divisions and zoning requirements for accessory structures or land uses.

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

CLERK: Given by Kapp and submitted in writing.

- ✓ Facilities work: Heat pump installation, chair delivery, some exterior work on the building was done, some loss of shingles on the pavilion due to high winds and possible need for the pavilion to be reroofed.
- ✓ Received one Freedom of Information act request for township records. I consulted with our attorney before responding.
- ✓ We held a successful March Board of Review.
- ✓ There was one hall use for Harold Curtis' funeral luncheon.

*The year-to-date report is attached.

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

SHERIFF: No report.

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

WASC: Given by Allen with documents submitted.

- ✓ There was a meeting earlier today during which new board members were nominated. The actual election will be on May 17th.
- ✓ There will be a picnic held in our pavilion on July 12th.

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

1. Budget amendment for office chairs using ARPA funds. This item is to move \$3,740.00 to account 101-248-970.000 Computers/Office Furniture and to pay for them utilizing ARPA funds. This is an action item for tonight.

2. General cemetery update, Spaulding Cemetery, (clean-up and cremation sites), Dennis Cemetery (map restoration). The clean-up was covered in the cemetery report above and the reopening of some limited cremation sites in Spaulding Cemetery will be under action items in May. The Dennis Cemetery map restoration is an action item for tonight.

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

1. Dennis Cemetery map restoration project.

Motion by Kapp to approve an estimate amount not to exceed \$935.00 from Frances Faile, Textile Conservationist, (Proposal 22.105), for the preservation of the cloth map of the Dennis Cemetery, and to utilize funds from CivicPlus honoring Violet Lentz as Volunteer of the Year to pay for the restoration work, seconded by Miller.

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

2. Budget amendment for office chairs using ARPA funds.

Motion by Kapp to approve the budget amendment to move \$3,740.00 to account 101-248-970.000 Computers/Office Furniture to pay for the new office chairs and to utilize ARPA funds to pay for the chairs, seconded by Allen.

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

3. Payroll and Accounts payable (March 2022 payroll and expenses). Reports attached.

Motion by Kapp to pay the March 2022 bills (payroll and expenses), with the addition of a \$300 deposit to Frances Faile to commence the Dennis Cemetery map restoration work, seconded by Allen.

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

*Payroll and list of expenses attached.

Motion to adjourn by Miller, seconded by Henley. All were in favor—motion carried.

Meeting ended at 8:05 PM.

Respectfully submitted,

Denise Kapp, Clerk

Date

Next board meeting:
Tuesday May10, 2022 at 7:00 pm.