

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

**Tuesday March 8, 2022 7:00PM**  
(Meeting held in the community room)

Supervisor Myer called meeting to order at 7:01PM.

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

Pledge of Allegiance.

**PUBLIC COMMENT:** Opened at 7:02 pm. One person spoke about wind turbines. Public comment closed at 7:07 pm.

**MINUTES:**

**Motion** by Henley to approve the minutes of the regular meeting of February 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 February 28, 2022:

- ✓ Independent Bank General Fund-fund balance equity:----- \$ 271,972.31
- ✓ Independent Bank Certificate of Deposit:----- \$ 100,000.00
- ✓ Independent Bank ARPA:----- Closed; balance transferred to Gen. Fund
- ✓ Independent Bank Tax Roll Checking balance:----- \$ 335,430.02
- ✓ Cemetery Certificate of Deposit:----- \$ 8,200.00

**Motion** by Henley to approve the treasurer’s report of February 28, 2022, seconded by Allen.

All were in favor. Motion carried.

- ✓ February 14<sup>th</sup> was the last day for taxes to be paid without interest and penalty.
- ✓ 53 delinquent notices were sent to taxpayers; 20 payments were received.
- ✓ Still working on settling with the county, and with Tom Hitch on collecting delinquent personal property taxes from three taxpayers.
- ✓ Rachel’s last day is March 10, 2022; looking for a replacement.

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

**PLANNING COMMISSION:** Given by Kapp and submitted in writing.

- ✓ On February 17<sup>th</sup> the planning commission elected officers for the year, submitted their annual review and a recommended budget for the 2022-2023 fiscal year.
- ✓ They completed the review of the draft amendment of Wind Energy Systems dated January 5, 2021. All of the information gathered will be forwarded to the planner for review and a second draft, which the planning commission will review much like the first one.
- ✓ There will not be a meeting in March.

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

- ✓ On February 10<sup>th</sup> NIESA elected officers for the year.
- ✓ There was significant ongoing discussion about drawing up a revenue sharing agreement between NIESA and the Webberville DDA, modeled after the agreement between the City of Williamston and NIESA. The Webberville DDA does not pass any money along to NIESA.
- ✓ They’re still awaiting bids for the renovations at the Leroy station.
- ✓ \*A copy of NIESA’s minutes is available at the township office.

**SUPERVISOR:** Given by Myer and submitted in writing.

- ✓ Summary: One zoning approval for upgrading equipment at Meech Rd. cell tower; one inquiry for land division approval

documentation; six general zoning inquiries, mostly concerning single family development; one enforcement action on the tree service operating without a special land use permit; and a meeting with the Ingham County Road Department to discuss possible projects for the upcoming season.

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

**CLERK:** Given by Kapp and submitted in writing.

- ✓ Facilities work: new HVAC equipment; new chairs; some interior maintenance with exterior work to be done when the weather improves; one hall rental;
- ✓ A trip to Ann Arbor researching the cloth cemetery map;
- ✓ Webinars/meetings/spreadsheet on the ARPA money;
- ✓ Prep for new voter identification cards due to redistricting;
- ✓ Two meetings-one ICC/MTA and one with the Ingham County Road Department.

\*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.

- ✓ At the meeting earlier today considerable time was spent updating their financial policies.
- ✓ They will approach Locke and Williamstown Townships requesting a millage request on the ballot.
- ✓ Balance sheet equity: \$117,341.67

### \*\*\*\*\*DISCUSSION ITEMS\*\*\*\*\*

**1. ARPA Designations; three roles-Account administrator, point of contact and authorized representative.** This item was tabled.

**2. Road Project.** Myer and Kapp met with Kelly Jones, Managing Director of the Ingham County Road Department, and Carl Langham, Director of Operations to discuss township road priorities. They provided a list of potential projects for the upcoming construction season. Highest priority were two areas—Bray Road from Howell Road to Dennis Road, and Waldo Road from Bray Road to Zimmer Road. We have \$66,600 of matching funds available to us, \$33,300 from last year and the same for this year. Carl said if we are able to plan road projects a year in advance the Road Department can do some early preparation, which is very beneficial to them. Also, there are two bridges in the township that will have significant work done this year at no cost to the township. One is on Linn Road and the other is on Dennis Road. Move this to action for tonight.

**3. Budget amendment for ARPA revenue.** This item is to show the ARPA funds as revenue in our budget. This is an action item for tonight.

### \*\*\*\*\*ACTION ITEMS\*\*\*\*\*

**1. Road Project.**

**Motion** by Kapp to approve \$66,600 in matching funds for the 2022 proposed road projects of repaving Bray Road, from Howell Road to Dennis Road, and repaving Waldo Road, from Bray Road to Zimmer Road, seconded by Miller.

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

**2. Budget amendment.**

**Motion** by Kapp to approve the budget amendment to increase the revenue account 101-000-528.000 Other Federal Grants-ARPA by \$87,277.17, which is the amount of ARPA funds we have received to date, seconded by Henley.

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

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

**Motion** Allen to pay the February 2022 Accounts Payable (payroll and expenses), with the addition of \$3,740 to DBI for office chairs, using ARPA funds to pay for the chairs, seconded by Henley.

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

\*Payroll and list of expenses attached.

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

Meeting ended at 7:47 PM.

Respectfully submitted,

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Denise Kapp, Clerk

\_\_\_\_\_  
Date

**Next board meeting:**  
**Tuesday April 12, 2022 at 7:00 pm.**