

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

Tuesday November 9, 2021 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. None absent.

Pledge of Allegiance.

Supervisor Myer read an opening statement regarding the history and current status of the wind energy issue in the township. He stated the purpose of this business meeting of the Wheatfield Township Board of Trustees, and he stated the purpose and rules for public comment.

One change was made to the order of the agenda, which was to move Jason Orton's presentation before public comment.

Guest: Jason Orton from the David Chapman Agency presented the annual insurance renewal package. There were no changes from last year and the annual premium is \$5,899. Jason also said there is a Cyber Option for an extra \$672. More and more of these kinds of claims are being filed with them. We'll discuss this tonight—add to discussion.

One possible grant option for us would be for security cameras, and there's also a possible reimbursement for zoning training.

Jason stated that we are protected under the Good Samaritan Law from liability if we take life-saving measures in an emergency.

He also said it's a good practice to keep a list of folks who volunteer for the township and we're covered under 'good guy' provision.

PUBLIC COMMENT: Opened at 7:27 pm. Six people spoke. Public comment closed at 7:56 pm.

MINUTES:

Motion by Allen to approve the minutes of the regular meeting of October 12, 2021, seconded by Henley.

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 October 31, 2021:

- ✓ Independent Bank General Fund-fund balance equity:----- \$172,735.85
- ✓ Independent Bank Certificate of Deposit:----- \$100,000.00
- ✓ Independent Bank ARPA Funds:----- \$ 86,927.00
- ✓ Independent Bank Tax Roll Checking balance:----- \$ 10,187.62

Motion by Henley to approve the treasurer's report of October 31, 2021, seconded by Allen.

All were in favor. Motion carried.

- ✓ The cemetery certificate of deposit was renewed for three months with the \$1,000 CivicPlus money added to it.
- ✓ Holly attended a ZOOM meeting on ARPA.

- ✓ There is no grant opportunity for defibrillators from the PAR Plan.
- ✓ Holly is still working on delinquent personal property taxes with the township attorney.

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

CEMETERY: Given by Sexton Polly Brainerd and submitted in writing.

- ✓ Topics covered by Polly were a recap of her activities for the past several months.
- ✓ Polly inquired about reopening a limited number of burial plots in Spaulding Cemetery for cremation burials only, using volunteers for cleaning up in the cemeteries, cutting down some dead trees and working on restoring some old headstones.
- ✓ Polly invited all of the board members to visit the cemeteries if they've not already done so.

*A copy of the Cemetery Report is available at the township office.

PLANNING COMMISSION: Given by Kapp.

- ✓ There were two planning commission meetings, one on October 21st and another on November 4th. Both have been covering the draft wind energy systems ordinance. This work will continue until the whole draft ordinance has been covered.
- ✓ The November meeting has been rescheduled due to a conflict of scheduling. So, November 18th meeting has been canceled and rescheduled to December 2, 2021, 7PM.

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

- ✓ There were several topics covered at the October meeting, including personnel and pay, DDA, budgets, renovations to station 62, and others.

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

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

- ✓ There were two zoning approvals and two enforcement issues.
- ✓ Bill Conklin, Managing Director of the Ingham County Road Department has retired and an interim director was appointed.

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

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

- ✓ Activities included attending workshops, completing FOIAs, and routine work.

*The year-to-date report is attached to the report.

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

SHERIFF: No report.

- ✓ (Sgt. Slack submitted a written report immediately following the meeting).

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

WASC. Given by Allen.

- ✓ John submitted the financial report.
- ✓ There is a new director and they are searching for an assistant director.
- ✓ The group is working on obtaining grants, making office improvements, setting policies and organizing field trips.

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

1. **Poverty Guidelines for 2022.** A resolution adopting current poverty guidelines must occur annually. Last year we noted that we wanted to discuss the maximum asset standards (table on page 3) and the statement that "*A property owner may be granted a poverty exemption 3 times in their lifetime.*", also on page 3, this year when adopting the resolution. The poverty guidelines are produced annually by the federal government and were provided in the draft. Following board discussion, the consensus was to leave the maximum asset standards as they are but to remove the statement limiting a property owner to 3 lifetime poverty exemptions. Denny will incorporate these changes into a new draft resolution, pass out to board members and this will be an action item in December.

2. **January 2022 board meeting.** Wayne Myer & Denny Kapp will be out of town on the date of the January 2022 board meeting, January 11, 2022. Following discussion by the board, the consensus was to reschedule the January board meeting to **JANUARY 18, 2022, 7PM.**

3. **November 2022 board meeting.** Due to an Election falling on the date of the November 2022 board meeting, November 8, 2022, it will be necessary to change the date of the meeting. Following discussion of the board, the consensus was to reschedule the November meeting to **NOVEMBER 15, 2022, 7PM.**

4. Cemeteries, Dennis & Spaulding.

- Tree removal: A tree near the Dennis Cemetery driveway is dead and at risk of falling onto and damaging some old headstones. The cost to remove it is \$450.00. The board gave Polly permission to arrange for this work.
- Volunteers: The board gave permission to Polly to organize some volunteers for cleaning up in any of the cemeteries, but not to use any kind of power equipment. Polly will speak with the tree removal service for advice on how to proceed with some of the work that involves removing trees, etc. The board asked for Polly to be present to coordinate the volunteer work. Also, as suggested by Jason Orton, we will need a list of volunteers for our records.
- Limited reopening of burial spaces in Spaulding Cemetery: There are about 10 burial spaces (plots) in the southwest corner area of Spaulding Cemetery that Sexton Brainerd is requesting the board to consider reopening for cremation burials only. Board discussion: as long as a very careful probe of the area is done along with careful research into any written records located at the township, the board consensus was to consider reopening some limited burial spaces in Spaulding Cemetery for cremation burials only. Of overriding concern to the board was that there are no remains located in the designated “reopen” area in Spaulding. When the research is completed and presented to the board, formal action by the board in the form of a motion will be necessary to reopen the burial spaces in Spaulding Cemetery. Sexton Polly Brainerd, with help from former Sexton Violet Lentz will perform the necessary research and bring their findings to the board.

5. Cyber Option, Insurance. According to Jason, cyber-attacks are becoming increasingly frequent. We do have an off-site back-up of all of our data, so restoring from a certain point in time would not be a problem. However, if someone held us hostage by making it impossible to access our computers and/or our data, then this could be very problematic for us. This coverage costs \$672. The board consensus was to go ahead and pay for the cyber option and add the amount to the bills tonight under action.

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

1. Accounts Payable (October 2021 payroll and bills).

Motion by Allen to pay the October 2021 Accounts Payable (payroll and expenses), including the insurance premium of \$5,899 plus the Cyber Option of \$672, seconded by Kapp

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

**Payroll and list of expenses attached.*

Motion to adjourn by Henley, seconded by Miller. All were in favor—motion carried.
Meeting ended at 9:03 PM.

Respectfully submitted,

Denise Kapp, Clerk

Date

Next board meeting:
Tuesday December 14, 2021 at 7:00 pm.