

MINUTES OF THE REGULAR MEETING
OF THE WHEATFIELD TOWNSHIP
BOARD OF TRUSTEES
INGHAM COUNTY, MICHIGAN
www.wheatfieldtwpmi.gov

Tuesday September 12, 2023 7:00PM
(The meeting was held in the community room)

Supervisor Myer called meeting to order at 7:04PM.

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

Pledge of Allegiance.

Public Comment: Opened at 7:05 PM. There was one comment about having an automatic open/close front door. Closed at 7:05 PM.

MINUTES:

Motion by Henley to approve the minutes of the regular meeting of August 8, 2023, seconded by Miller. All were in favor. Motion carried. Allen absent.

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

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

TREASURER’S REPORT: Given by Miller. Summary as of August 31, 2023:

- ✓ Independent Bank General Fund-fund balance equity:----- \$172,725.57
- ✓ Independent Bank Certificate of Deposit:----- \$100,000.00
- ✓ Consumers CU Certificate of Deposit:----- \$101,201.02
- ✓ Consumers CU Certificate of Deposit:----- \$100,679.64
- ✓ Independent Bank Tax Roll Checking balance:----- \$391,856.19
- ✓ Cemetery Certificate of Deposit:----- \$ 7,200.00

Motion by Henley to approve the treasurer’s report of August 31, 2023, seconded by Kapp.

All were in favor. Motion carried. Allen absent.

- ✓ Summer taxes are due Thursday. There are more than usual unpaid as of now.

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

PLANNING COMMISSION: Given by Kapp.

- ✓ The planning commission met on August 17th. The final draft of the wind energy amendment is completed. There will be a special meeting, including a public hearing on the amendment, on October 11th at 6:00PM. Planner Mark Eidelson will attend. The September 21st meeting has been canceled and the October meeting was rescheduled to the 11th.
- ✓ One resident continues to inquire about the requirements of having an event barn.

N.I.E.S.A.: Given by Henley.

- ✓ A final agreement regarding revenue sharing has been reached with the Webberville DDA. NIESA will get \$20,000 per year.
- ✓ Budget talks have begun.

- ✓ The storm/tornado of August 24th was very taxing on NIESA's resources.
- ✓ An equipment grant for \$50,000 from the State of Michigan was approved.
- ✓ *A copy of NIESA's minutes is available at the township office.

SUPERVISOR: Given by Myer.

- ✓ Summary: There were mostly general inquiries about zoning and one land division inquiry.
- ✓ Regarding storm damage sustained by Wheatfield in the Cabot Cemetery, there may be some emergency funding available to help with the costs. Wayne is investigating this through Ingham County Emergency Management.

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

CLERK: Given by Kapp. Summary:

- ✓ Hall & Grounds: Additional pavilion work estimate was received; some clean up done around the hall following the strong storms, but the parking lot work went on anyway; Cabot cemetery lost two large trees, Polly arranged to have them removed and an insurance claim was placed. No other real damage there. Thanks to everyone who assisted in the cleanup efforts.
- ✓ Elections: There were four meetings at various levels of government this period because deadlines are looming for grant application submittals, partnering for early voting and other various mandates. Our election equipment has received software upgrades.

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

WASC: No report.

✓

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

1. **Board of Review appointment.** Pat Stoney has agreed to serve out the remainder of Lorie Albertson's term. This is an action item for tonight.
2. **Budget amendment for Cabot cemetery.** Due to the cost of storm clean up some funds need to be transferred to this account. This is an action item for tonight.
3. **Joint Early Voting Plan.** We are partnering with Williamstown Township to conduct Early Voting. Site approval is one of the mandates with a deadline soon. Clerk Kapp recommends approval of this agreement as it is in the best overall interest of the township. It has been approved by the election commission and is an action item for tonight.
4. **Pavilion extra work estimate.** Mast Roofing provided an estimate for additional work to make the pavilion as maintenance free as possible. This is basically covering all exposed surfaces except the pillars with either vinyl or metal. This is an action item for tonight.

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

1. Board of Review appointment.

Motion by Henley to approve Pat Stoney to serve out the remainder of the term vacated by Lorie Albertson, ending in December 2024, seconded by Miller.

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

2. Budget amendment for Cabot Cemetery.

Motion by Kapp to transfer \$3,000 from the general fund to account 101-276-957.000 Cabot Cemetery, seconded by Henley.

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

3. Joint Early Voting Plan.

Motion by Kapp to approve the Agreement For Election Services Between Williamstown Township and Wheatfield Township In Ingham County, seconded by Henley.

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

4. Extra pavilion work.

Motion by Henley to approve the estimate from Mast Metal Roofing for the specified work on the pavilion of new soffit, new vinyl siding on gable ends, and new metal on ceiling, for an amount not to exceed \$10,000, seconded by Kapp.

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

5. Accounts Payable for August 2023 (Payroll and Expenses).

Motion by Henley to approve the accounts payable for August 2023 as presented, seconded by Kapp.

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

*Payroll and list of expenses attached.

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

Meeting ended at 8:12PM.

Respectfully submitted,

Denise Kapp, Clerk

Date

Next board meeting:
Tuesday October 10, 2023 at 7:00 pm.