

MINUTES OF THE REGULAR MEETING  
OF THE WHEATFIELD TOWNSHIP  
BOARD OF TRUSTEES  
INGHAM COUNTY, MICHIGAN  
[www.wheatfieldtwpmi.gov](http://www.wheatfieldtwpmi.gov)

Tuesday February 13, 2024 7:00PM  
(The meeting was 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: None.

Guest: Julie Rudd, WASC Director. Julie provided a comprehensive update of the activities and direction of the Center. She is taking positive steps in securing funding for a facility. It is a vacant commercial building on Williamston Road. She is also actively seeking for a millage request to be on the ballot this year for Locke and Williamstown Townships. A renewal request will be proposed for Wheatfield Township as well.

**MINUTES:**

**Motion** by Henley to approve the minutes of the regular meeting of January 9, 2024, 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 January 31, 2024:

- ✓ Independent Bank General Fund-fund balance equity:----- \$ 276,838.23
- ✓ Consumers CU Certificate of Deposit:----- \$ 101,201.02
- ✓ Consumers CU Certificate of Deposit:----- \$ 100,679.64
- ✓ Independent Bank Tax Roll Checking balance:----- \$ 229,106.43
- ✓ Cemetery Certificate of Deposit:----- \$ 7,200.00

**Motion** by Allen to approve the treasurer’s report of January 31, 2024, seconded by Henley.

All were in favor. Motion carried.

✓ Tax collection due date is tomorrow.

✓ A \$100,000 certificate of deposit was opened in First National Bank, for 15 months, at a rate of 5.15APR.

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

**PLANNING COMMISSION:** Given by Kapp.

✓ At the January 19, 2024 meeting officers were elected, the annual report and budget was reviewed and passed, the 2024 meeting schedule was approved and the by-laws were reviewed, with no changes.

✓ There will not be a February meeting, so the next meeting is March 21, 2024, at 6:30 PM.

**N.I.E.S.A.:** Given by Henley and submitted in writing, for January and February:

✓ Officers were elected. Committee assignments will be made in March.

- ✓ Investments in Flagstar Bank and Michigan Class were approved.
- ✓ Personnel issues continue to be a topic of discussion.
- ✓ Wheatfield had 7 fire runs in January, out of 66 total runs for NIESA at large.
- ✓ \*A copy of NIESA's minutes is available at the township office.

**SUPERVISOR:** Given by Myer.

- ✓ Wayne approved two zoning requests. He had several zoning inquiries. There was one Special Land Use application submitted, but it is incomplete at this time.

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

**CLERK:** Given by Kapp. Summary:

- ✓ Hall & Grounds: one rental in January; one plumbing issue fixed; power loss at least two times.
- ✓ Elections: lots of training, mailing absentee materials, scheduling, testing, coordinating early voting, updating equipment, and lots of practicing.
- ✓ Office: one FOIA request fulfilled, renewed the SAM.gov account, monthly and quarterly reports completed, working on a filing system for Special Land Uses and Variances.

\*Reports attached:

\*The year-to-date report

\*FAQ: Michigan's February 27<sup>th</sup> Presidential Primary

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

**WASC:** Given by Allen.

- ✓ Refer to the update given by Julie Rudd, WASC Director, above.

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

1. Planning commission reappointments. This will be an action item for March.
2. Zoning board of appeals reappointments. This will be an action item for March.
3. Roads. The Ingham County Road Department sent a comprehensive plan to us noting road conditions and potential projects. They were informed that we will be utilizing our matching funds of \$33,300 from them for this construction season. Which road project(s) are our priorities? Will we partner with Leroy Township to do some work on Meech Road, our shared boundary line? Wayne Myer will do a little more research on these topics. Thanks to Don Henley for driving the roads in the ICRD's plan and rating them for condition and numbers of residences.

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

1. Accounts Payable for January 2024 (Payroll and Expenses).

**Motion** by Henley to approve the accounts payable for January 2024 as presented, 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 Kapp, seconded by Allen. All were in favor—motion carried.

Meeting ended at 8:10PM.

Respectfully submitted,

\_\_\_\_\_  
Denise Kapp, Clerk

\_\_\_\_\_  
Date

**Next board meeting:**  
**Tuesday March 12, 2024 at 7:00 pm.**