

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

Tuesday March 12, 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.

**MINUTES:**

**Motion** by Henley to approve the minutes of the regular meeting of February 13, 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 February 29, 2024:

- ✓ Independent Bank General Fund-fund balance equity:----- \$ 177,575.58
- ✓ Consumers CU Certificate of Deposit:----- \$ 101,201.02
- ✓ Consumers CU Certificate of Deposit:----- \$ 100,679.64
- ✓ First National Certificate of Deposit:----- \$ 100,000.00
- ✓ Independent Bank Tax Roll Checking balance:----- \$ 780,770.05
- ✓ Cemetery Certificate of Deposit:----- \$ 7,200.00

**Motion** by Henley to approve the treasurer’s report of February 29, 2024, seconded by Kapp.

All were in favor. Motion carried.

- ✓ Holly is working on the tax settlement.
- ✓ There was a board discussion regarding the two certificates of deposit at Consumers Credit Union that will be maturing soon. Board consensus was to have \$100,000 available by late fall. This led to having a discussion about roads, added below.
- ✓ 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.

- ✓ There was no February meeting, so the next meeting is March 21, 2024, at 6:30 PM.

**N.I.E.S.A.:** Given by Henley, no meeting since our last board meeting.

✓

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

**SUPERVISOR:** Given by Myer.

- ✓ There were two zoning inquiries and one zoning approval.

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

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

- ✓ Hall & Grounds: Nothing to report.
- ✓ Elections: Early voting and Election Day both went extremely well, with lots of preparation. Three new election inspector trainees did very well.
- ✓ Office: prepared and sent the Invitation to Serve to township residents.  
\*Attachments:  
The year-to-date report  
\*Copies of the clerk's report are available at the township office.

**WASC:** Given by Allen.

- ✓ Meetings are scheduled for April, May & June.

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

1. Planning commission reappointments. Move to action.
2. Zoning board of appeals reappointments. Move to action
3. DoorPro ADA door estimate. Trustee Henley reported on the progress of this project. The board had several questions for the installer before we undertake it. Don will get with Todd of DoorPro and this item will be on the April agenda under discussion.
4. Roads. There are township funds to complete a road project beyond the usual match of \$33,300. There are several roads in the township in need of repair. Supervisor Myer will consult with the Road Department on the potential road projects and Treasurer Miller will place the funds in a financial vehicle with the best rate of return until needed. Thanks again to Don Henley for driving the roads in the ICRD's plan and rating them for condition and number of residences.

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

1. Planning Commission appointments.

**Motion** by Allen to appoint Violet Lentz and James Scherer to three-year terms to the planning commission, seconded by Henley.

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

2. Zoning Board of Appeals appointment.

**Motion** by Henley to appoint Lauren Babbage to the Zoning Board of Appeals to a three-year term, seconded by Allen.

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

3. Accounts Payable for February 2024 (Payroll and Expenses).

**Motion** by Henley to approve the accounts payable for February 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 Allen, seconded by Henley. All were in favor—motion carried.

Meeting ended at 8:05PM.

Respectfully submitted,

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

\_\_\_\_\_  
Date

**Next board meeting:**  
**Tuesday April 9, 2024 at 7:00 pm.**