

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

Tuesday June 11, 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 Hearing—2024-2025 Proposed Budget

Supervisor Myer opened the public hearing at 7:02 PM.

Public comment for the public hearing opened at 7:02PM. No comments from the public. Public comment closed at 7:02PM.

Public hearing closed at 7:03 PM.

Public Comment: None.

MINUTES:

Motion by Allen to approve the minutes of the regular meeting of May 14, 2024, seconded by Henley.

All were in favor. Motion carried.

Motion by Henley to approve the minutes of the special meeting [budget] of May 20, 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 May 31, 2024:

- ✓ Independent Bank General Fund-fund balance equity:----- \$ 227,846.60
- ✓ 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:----- \$ 1,517.37
- ✓ Cemetery Certificate of Deposit:----- \$ 7,200.00

Motion by Allen to approve the treasurer’s report of May 31, 2024, seconded by Kapp.

All were in favor. Motion carried.

- ✓ Holly attended one treasurers’ meeting and took the prospective treasurer to introduce her to the group.
- ✓ Holly has begun working on the summer tax bills.

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

PLANNING COMMISSION: Given by Kapp.

- ✓ The planning commission will not have a meeting in May, however, the June 20th meeting will include a public hearing to receive comments about a special land use request. Our planner Mark Eidelson has reviewed the application and prepared a report, which is being distributed to board members this evening for consideration by the board in July.

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

- ✓ There has been no meeting since the last board meeting, so nothing to report on.
- ✓ *A copy of NIESA's minutes is available at the township office.

SUPERVISOR: Given by Myer.

- ✓ Summary: Several zoning inquiries, including for solar installation information, driveway resurfacing, zoning district uses, renovation permit requirements and the process for an establishing an event barn.

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

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

- ✓ Summary: prep for budget meeting and public hearing on the budget, purged many records that have reached their retention period, assisted a resident with gathering forms for filing for township office, worked on many aspects of the August Election, swept the old town house, met with the new custodian/hall rental coordinator, assisted with the Zoning Board of Appeals meeting (5/23), and other miscellaneous duties.

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

WASC: Given by Allen.

- ✓ The annual meeting was earlier today. The WASC is making very good progress with acquiring the new building for their permanent location.

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

1. **2024-2025 Budget & budgetary documents.** There were few changes in the proposed 2024-2025 budget from last year's budget, and tonight's packet reflects changes finalized at the May 20th special meeting. This is an action item for tonight.

2. **Zoning Board of Appeals appointment.** Larry Doyle has agreed to serve another 3-year term. This is an action item for tonight.

**Don Henley, board representative to the Zoning Board of Appeals provided a summary of the May 23rd ZBA meeting, which included a public hearing. Five variances were ultimately granted to Daniel and Susan Bauer, as the first step in separating their home from their business, Deer Creek Sales.

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

1. **2024-2025 Budget.**

Motion by Henley to approve and adopt the 2024-2025 Budget as presented, seconded by Allen.

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

2. **2024-2025 Salary Resolutions (Trustees, Supervisor, Treasurer and Clerk).**

Motion by Allen to approve and adopt the 2024-2025 Salary Resolutions for the Trustees, Supervisor, Treasurer and Clerk as presented, seconded by Henley.

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

3. **2024-2025 Compensation and Fee Schedule for Wheatfield Township Personnel and Services.**

Motion by Henley to approve and adopt the 2024-2025 Compensation and Fee Schedule for Wheatfield Township Personnel and Services as presented, seconded by Allen.

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

4. **Zoning Board of Appeals appointment.**

Motion by Henley to reappoint Larry Doyle to the Zoning Board of Appeals for a 3-year term, expiring in June of 2027, seconded by Allen.

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

5. Accounts Payable for May 2024 (Payroll and Expenses).

Motion by Allen to approve the accounts payable for May 2024 as presented, seconded by Henley.

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

*Payroll and list of expenses attached.

There was one final comment by Violet Lentz, who will have served Wheatfield Township in various capacities for 75 years, on July 9th, 2024.

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

The meeting ended at 7:41PM.

Respectfully submitted,

Denise Kapp, Clerk

Date

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