

AGENDA

BLISSFIELD TOWNSHIP REGULAR BOARD MEETING

Blissfield, MI 49228

April 12, 2022

7:00 PM

MEETING CALLED TO ORDER

APPROVAL OF AGENDA

MINUTES OF MARCH 08, 2022 REGULAR BOARD MEETING

MINUTES OF MARCH 29, 2022 SPECIAL BUDGET HEARING

MINUTES OF MARCH 31, 2022 SPECIAL BUDGET HEARING

TREASURER'S REPORT

PAYMENT OF BILLS

COUNTY COMMISSIONER REPORT

PUBLIC COMMENT

FIRE DEPARTMENT

Monthly Report

UNFINISHED BUSINESS

Credit Card

Bid Policy/Purchase Policy

Township Policies & Procedures

Sexton Contract

Grounds Keeper Contract

Building Maintenance

Cemetery Fence

BS&A Software Online

Chart of Accounts

**NEW BUSINESS**

Road Commission Contract's

2023 Budget Hearing Date

Township Attorney

**PLANNING COMMISSION**

**ADJOURN**

Blissfield Township Board Meeting

March 8,2022

7:00 PM.

Meeting called to order by Supervisor Navarro @ 7:00 PM. All members were present.

MOTION: Wilson second Warner to approve the agenda as presented.  
MOTION CARRIED.

MOTION: Wilson second Gritmaker to approve the minutes of the February 8,2022 meeting as presented.  
MOTION CARRIED.

MOTION: Grizmaker second Wilson to approve the balance sheet dated March 8,2022 as presented.  
MOTION CARRIED.

MOTIONS: Gritmaker second Wilson to approve the payment of bills dated March 8,2022 as presented.  
MOTION CARRIED.

MOTION: Gritmaker second Wilson to hire Carter Cory as a one year, probationary, Blissfield firefighter when all information is provided to township.  
MOTION CARRIED.

MOTION: Gritmaker second Wilson to draft a ballot proposal for 1 mil to include operations and special equipment for Blissfield Township Fire Department.  
ROLL CALL: Navarro yes, Gritmaker yes, Wilson yes, Wynn yes, Warner yes.  
MOTION CARRIED.

MOTION: Gritmaker second Wilson to purchase a web cam for Blissfield Township Office for \$ 89.99  
MOTION CARRIED.

MOTION: Gritmaker second Wilson to adjourn the meeting at 8:51 PM.  
MOTION CARRIED.

Respectfully submitted,

Diann Warner  
Clerk

Adolio Q. Navarro  
Supervisor

BLISSFIELD TOWNSHIP  
SPECIAL BUDGET HEARING BOARD MEETING  
BLISSFIELD, MICHIGAN 49228

March 29, 2022

2022-2023 ANNUAL BUDGET

A special meeting of the Blissfield Township Board on Tuesday March 29, 2022.

Meeting called to order by Supervisor Navarro @ 9:03 AM. Members present: Gritzmaker, Wynn Warner. Absent: Wilson.

WHEREAS the Board wishes to adopt the 2022-2023 Annual Budget for the Blissfield Township Fire Operating Budget.

NOW THEREFORE BE IT RESOLVED that "we are going to approve this action".

The foregoing resolution was offered by Trustee Gritzmaker second by Wynn.

Upon roll call the following voted "aye": Wynn, Warner, Gritzmaker, Navarro "nay" none.

The Supervisor declared the resolution adopted.

WHEREAS the Board wishes to adopt the 2022-2023 Annual Budget for Blissfield Township Fire Equipment Budget.

NOW THEREFORE BE IT RESOLVED that "we are going to approve this action".

The foregoing resolution was offered by Trustee Gritzmaker second by Wynn.

Upon roll call the following voted "aye": Gritzmaker, Warner, Navarro, Wynn "nay": none.

The Supervisor declared the resolution adopted.

WHEREAS the Board wishes to adopt the 2022-2023 Annual Budget for the Blissfield Township Road Budget.

NOW THEREFORE IT BE RESOLVED that "we are going to approve this action".

The foregoing resolution was offered by Trustee Gritzmaker second by Wynn.

Upon roll call the following voted "aye": Wynn, Warner, Navarro, Gritzmaker "nay": none.

The Supervisor declared the resolution adopted.

WHEREAS the Board wishes to adopt the 2022-2023 Annual Budget for Blissfield Township General Budget.

NOW THEREFORE BE IT RESOLVED that "we are going to approve this action".

The foregoing resolution was offered by Trustee Gritzmaker second by Wynn.

Upon roll call the following voted "aye": Gritzmaker, Wynn, Warner, Navarro "nay": none.  
The Supervisor declared the resolution adopted.

WHEREAS the board wishes to adopt all Budget Amendments for Blissfield Township General Fund Budget, Blissfield Township Fire Operating Budget, Blissfield Township Equipment Budget, Blissfield Township Road Budget.

NOW THEREFORE BE IT RESOLVED THAT "we are going to approve this action".  
The foregoing resolution was offered by Trustee Gritzmaker second by Wynn.

Upon roll call the following voted "aye": Warner, Navarro, Gritzmaker, Wynn. "nay" none.  
The Supervisor declared the resolution adopted.

WHEREAS the board wishes to adopt the Cares Act Budget 2022-2026.

NOW THEREFORE BE IT RESOLVED that "we are going to approve this action".  
The foregoing resolution was offered by Trustee Gritzmaker second by Wynn.

Upon roll call the following voted "aye" Navarro, Gritzmaker, Wynn, Warner "nay" none.  
The Supervisor declared the resolution adopted.

MOTION: Gritzmaker second Wynn to adjourn at 10:21 AM.  
MOTION CARRIED.

Respectfully Submitted,

Adolio Q. Navarro

Diann Paul-Warner

Supervisor

BLISSFIELD TOWNSHIP  
SPECIAL BUDGET AMENDMENT BOARD MEETING  
BLISSFIELD, MICHIGAN 49228

MARCH 31, 2022

2021-2022 BUDGET AMENDMENT

A special meeting of the Blissfield Township Board on Thursday March 31, 2022.

Meeting called to order by Supervisor Navarro @ 9:25 am with acting Secretary Tammy Wynn.  
Members present: Gritmaker and Wynn. Absent: Wilson and Warner.

WHEREAS the board wishes to adopt all Budget Amendments for Blissfield Township General Fund Budget and Blissfield Township Fire Operating Budget.

NOW THEREFORE BE IT RESOLVED THAT "we are going to approve this action".  
The foregoing resolution was offered by Trustee Gritmaker second by Navarro.

Upon roll call the following voted:

"Ayes": Gritmaker, Wynn, Navarro

"Nays": None

The Supervisor declared the resolution adopted.

MOTION: Gritmaker second Wynn to adjourn at 9:30 AM.  
MOTION CARRIED.

Tammy Wynn

Adolio Q. Navarro

Acting Secretary

Supervisor

**Blissfield Township Treasurer's Report**  
**April 12th, 2022**

<b>BEGINNING BALANCE GENERAL FUND</b>	\$	1,313,653.65
Account Interest	\$	183.42
Franchise Fees	\$	455.60
Cemetery Lot Sales	\$	2,550.00
Cemetery Open/Close	\$	2,200.00
Revenue Sharing	\$	11,316.00
Community Stabilization	\$	32,259.86
Property Taxes	\$	117,645.36
Dog Licenses	\$	213.75
Other	\$	37,960.38
Admin	\$	9,375.35
<b>TOTAL RECEIPTS</b>	<b>\$</b>	<b>214,159.72</b>
<b>TOTAL DISBURSEMENTS</b>	<b>\$</b>	<b>33,992.08</b>
<b>ENDING BALANCE</b>	<b>\$</b>	<b>1,493,821.29</b>
<b>Uncleared Checks</b>		

<b>BEGINNING BALANCE FIRE OPERATIONS</b>	\$	333,220.44
Account Interest	\$	40.61
Accummed	\$	45,350.05
Community Stabilization	\$	-
Property Taxes	\$	-
<b>TOTAL RECEIPTS</b>	<b>\$</b>	<b>45,390.66</b>
<b>TOTAL DISBURSEMENTS</b>	<b>\$</b>	<b>14,650.32</b>
<b>ENDING BALANCE</b>	<b>\$</b>	<b>363,960.78</b>
<b>Uncleared Checks</b>		

<b>BEGINNING BALANCE SP EQUIPMENT</b>	\$	218,107.16
Interest	\$	38.52
Community Stabilization		
Property Taxes		
<b>TOTAL RECEIPTS</b>	<b>\$</b>	<b>38.52</b>
<b>TOTAL DISBURSEMENTS</b>		
<b>ENDING BALANCE</b>	<b>\$</b>	<b>218,145.68</b>

<b>BEGINNING BALANCE ROAD FUND</b>	\$	605,737.56
Interest	\$	84.37
Community Stabilization		
Property Taxes		
<b>TOTAL RECEIPTS</b>	\$	84.37
<b>TOTAL DISBURSEMENTS</b>		
<b>ENDING BALANCE</b>	\$	605,821.93



04/12/22

## Transaction Detail by Account

Accrual Basis

March 9 through April 12, 2022

Type	Date	Num	Name	Amount
<b>FIRE FUND</b>				
Check	03/14/2022	3801	STEVENS DISPOSAL	63.25
Check	03/30/2022	3803	BLISSFIELD TOWNSHIP	12,753.00
Check	03/30/2022	3803	BLISSFIELD TOWNSHIP	23,364.00
Check	03/31/2022	3804	BLISSFIELD TOWNSHIP	1,656.00
Check	04/04/2022	3805	BP	599.49
Check	04/11/2022	3815	CHARTER TOWNSHIP OF MADISON	2,900.00
Check	04/12/2022	3807	D&P CABLE	101.25
Check	04/12/2022	3808	COMMSPEC	196.92
Check	04/12/2022	3809	The AccuMed Group	831.03
Check	04/12/2022	3810	arbor professional solutions	10.94
Check	04/12/2022	3811	VILLAGE OF BLISSFIELD	551.24
Check	04/12/2022	3812	CONSUMERS	1,242.94
Check	04/12/2022	3813	MI DEPT OF HEALTH & HUMAN SER...	177.55
Check	04/12/2022	3814	CONCORD INSPECTIONS	750.00
Check	04/12/2022	3816	AFLAC	202.80
Check	04/12/2022	3817	FIRE SAFETY SERVICES INC	1,300.00
Check	04/12/2022	3818	Mich Dept Environment,Gr Lakes &...	75.00
Check	04/12/2022	3819	FYR FYTER SALES	411.25
Total FIRE FUND				47,186.66
<b>GENERAL FUND</b>				
Check	03/11/2022	9687	Adolio Q. Navarro	187.23
Check	03/11/2022	9688	TLC Visa	8.95
Check	03/11/2022	9689	gill-roys hardware	89.91
Check	03/14/2022	9690	UCKELE, JAMES	50.00
Check	03/14/2022	9691	BILL GRITZMAKER	50.00
Check	03/14/2022	9692	DIANE KNOBLAUCH	60.00
Check	03/14/2022	9693	IVAN BEHRMANN	60.00
Check	03/14/2022	9694	STEVENS DISPOSAL	69.00
Check	03/22/2022	9695	CHUCK LIEVENS	520.00
Check	03/22/2022	9696	CHAD BANGERTER	390.00
Check	03/22/2022	9697	UCKELE, JAMES	390.00
Check	03/22/2022	9697	UCKELE, JAMES	90.00
Check	03/29/2022	9699	US Bank Equipment Finance	144.50
Deposit	03/30/2022			-23,364.00
Deposit	03/30/2022			-12,753.00
Deposit	03/30/2022			-1,656.00
Check	04/07/2022	9701	The Advance	282.30
Check	04/11/2022	9705	Perry Pro-Tech	19.16
Check	04/11/2022	9705	Perry Pro-Tech	25.85
Check	04/12/2022	9700	CONSUMERS	81.78
Check	04/12/2022	9700	CONSUMERS	294.33
Check	04/12/2022	9702	VILLAGE OF BLISSFIELD	108.35
Check	04/12/2022	9703	JOHN HANCOCK	3,375.00
Check	04/12/2022	9704	D&P CABLE	296.62
Check	04/12/2022	9706	FYR FYTER SALES	99.90
Check	04/12/2022	9707	US Bank Equipment Finance	75.00
Check	04/12/2022	9708	TAMMY WYNN	7.50
Check	04/12/2022	9708	TAMMY WYNN	25.74
Check	04/12/2022	9709	TLC Visa	89.99
Check	04/12/2022	9709	TLC Visa	185.99
Total GENERAL FUND				-30,685.90

04/12/22

# Transaction Detail by Account

Accrual Basis

March 9 through April 12, 2022

---

Type	Date	Num	Name	Amount
<b>Unclassified</b>				
General Journal	03/25/2022	FEB I...		-1.00
General Journal	03/25/2022	FEB I...		-1.00
Total unclassified				-2.00
<b>TOTAL</b>				<b><u>16,498.76</u></b>



Al Navarro &lt;blisstwpsupervisor@gmail.com&gt;

## April agenda for Fire Department

2 messages

Dale Fruchey &lt;dalefruchey@gmail.com&gt;

Thu, Apr 7, 2022 at 6:35 PM

To: Adolio Navarro &lt;blisstwpsupervisor@gmail.com&gt;, diann paul-warner &lt;blisstwpcclerk@gmail.com&gt;

Good evening

Below will be the fire department agenda for the month of April.

I will not be attending the board meeting as I will be out of town from Sunday thru Wednesday for the Michigan State Haz-Mat conference. I have asked Rodney to fill my boots for the time I will be away.

1: Run report for March. Total calls 40 Year 137

Assisted Palmyra 1 (Fire) and Deerfield 1 (Ambulance)  
Received assistance from Palmyra 6 (Ambulance)

2: Quote to Fix 73-21 Ladder Truck Monitor.

Spoke with the Supervisor last week on this quote and stated to move forward with this repair. Will discuss at the board meeting.

This part will be a remanufactured monitor for a cheaper cost. To have it sent out and repaired new would look for a price around \$8,000 and a lead time up to 14 weeks.

Also will be repairing a minor power steering leak and a check engine light.

3: Brandon Lidster & Jeremy Davis Specialist AEMT License Reimbursement.

As the Specialist class has finished here at Blissfield with Bedford Fire teaching the class, would like to have Brandon and Jeremy reimbursed for the cost of the License as they paid for this out of pocket.

Brandon Lidster: \$ 136.00 Written Exam and \$190.00 for the Psychomotor Exam Total \$326.00

Jeremy Davis: \$ 136.00 Written Exam and \$190.00 for the Psychomotor Exam Total \$326.00

4: Reminder of the meeting with Madison Twp Fire Department at Madison April 28th 6:00pm. Meeting will include Madison, Palmyra, Riga, Blissfield.

Any questions feel free to reach out to me any time.

Dale Fruchey

Fire Chief

Blissfield Twp. Fire Department

Mobile # 734-972-2849

### 4 attachments

**Run Reports.xlsx**  
32K

**Member Monthly Report.xlsx**  
16K

**Blissfield Monitor.xls**  
43K

**Blissfield Monitor.xls**  
43K