

AGENDA

BLISSFIELD TOWNSHIP REGULAR/VIRTUAL BOARD MEETING

Blissfield, MI 49228

April 13, 2021

7:00 PM

MEETING CALLED TO ORDER

MINUTES OF March 9, 2021 REGULAR/VIRTUAL BOARD MEETING

MINUTES of March 30, 2021 SPECIAL BUDGET/VIRTUAL BOARD MEETING

TREASURER'S REPORT

PAYMENT OF BILLS

COUNTY COMMISSIONER REPORT

PUBLIC COMMENT

FIRE DEPARTMENT

Monthly Report

UNFINISHED BUSINESS

Office Maintenance

Township Website

Treasurer Appointment

NEW BUSINESS

Township FOIA Coordinator

Cemetery Sexton Contract

Cemetery Fee Schedule

PLANNING COMMISSION

PC Secretary—Ivan Behrmann

PC Appointment

ADJOURN

Blissfield Township Board Meeting
March 9, 2021 @ 7:00 P.M.

Meeting called to order @ 7:00 PM by Supervisor Navarro. Members present: Cranor, Gritzmaker, Warner and Wilson.

MOTION: Gritzmaker second Cranor to appoint Wilson secretary for this meeting due to illness of Clerk Warner whose attendance was virtual
MOTION CARRIED.

MOTION: Wilson second Gritzmaker to approve the minutes of the February 9, 2021 regular board meeting.
MOTION CARRIED.

MOTION: Gritzmaker second Wilson to approve treasurer's balance sheet dated February 28, 2021.
MOTION CARRIED.

MOTION: Gritzmaker second Wilson to pay February 2021 monthly bills. General Fund \$23,473.60 and Fire Fund \$41,027.24.
MOTION CARRIED.

MOTION: Navarro second Gritzmaker to accept bid of \$12,701 for used ambulance from James Yoos.
Roll Call: Cranor yes, Gritzmaker yes, Wilson yes, Navarro yes, Warner yes.
MOTION CARRIED.

MOTION: Navarro second Gritzmaker to accept bid of \$7400.99 for used brush truck from Wade Vandebusch.
Roll Call: Cranor yes, Gritzmaker yes, Wilson yes, Navarro yes, Warner yes
MOTION CARRIED.

MOTION: Gritzmaker second Cranor to approve AccuMed/Fire Department fee changes as follows, resident BLS Emergency \$550 to \$600, non-resident \$550 to \$700. BLS non-emergency resident \$415 to \$450, non-resident \$415 to \$450. Mileage resident and non-resident \$11.45 to \$16.50.
Roll Call: Cranor yes, Gritzmaker yes, Wilson yes, Navarro yes, Warner yes.
MOTION CARRIED.

MOTION: Gritzmaker second Cranor to table Office Maintenance discussion to future meeting.
MOTION CARRIED.

MOTION: Gritzmaker second Wilson to table Decker Insurance discussion to future meeting.

MOTION CARRIED.

MOTION: Gritmaker second Cranor to table Cemetery Fence discussion to future meeting.

MOTION CARRIED.

MOTION: Gritmaker second Cranor to table Cemetery Bld. upkeep discussion to future meeting.

MOTION CARRIED.

MOTION: Gritmaker second Cranor to table Township Bid Policy discussion to future meeting.

MOTION: CARRIED.

MOTION: Gritmaker second Wilson to table Township Bldg. remodel discussion to future meeting.

MOTION: CARRIED.

MOTION: Gritmaker second Wilson to table Jipson St/Railroad St. property discussion to future meeting.

MOTION: CARRIED.

MOTION: Cranor second Gritmaker to table Ordinances-Cemetery, Nuisance, Weeds, Outdoor Storage, Enforcement Officer discussion to future meeting.

MOTION: CARRIED.

MOTION: Gritmaker second Wilson to table Enforcement Officer Contract to future meeting.

MOTION: CARRIED.

MOTION: Gritmaker second Wilson to table Township Website discussion to future meeting.

MOTION: CARRIED.

MOTION: Gritmaker second Wilson to add Township Supervisor Navarro's name as authorized signature to bank account for Township bills.

MOTION: CARRIED.

MOTION: Cranor second Gritmaker to approve Cable Franchise Agreement with D & P Communications.

MOTION: CARRIED.

MOTION: Gritmaker second Cranor to approve 2021 Blissfield Township Road Projects in the amount of \$163,398.12

Roll Call: Cranor yes, Gritmaker yes, Wilson yes, Navarro yes, Warner yes.

MOTION: CARRIED.

MOTION: Gritmaker second Wilson to approve QuickBooks upgrade in the amount of \$300.00

MOTION: CARRIED

MOTION: Gritmaker second Wilson to table Office Security discussion to future meeting.

MOTION: CARRIED.

MOTION: Gritmaker second Wilson to accept Resignation of Township Treasurer Nancy Cranor effective May 1, 2021.

Roll Call: Cranor yes, Gritmaker yes, Wilson yes, Navarro yes, Warner yes.

MOTION: CARRIED.

MOTION: Warner second Wilson to appoint Deputy Treasurer Tammy Wynn as interim Township Treasurer until next election cycle, November 2022.

Roll Call: Cranor yes, Gritmaker yes, Wilson yes, Navarro yes, Warner yes.

MOTION: CARRIED.

MOTION: Gritmaker second Cranor to adjourn meeting @ 8:10 PM.

MOTION: CARRIED

Respectfully submitted,

Acting Secretary

Steven Wilson

Blissfield Township Trustee

BLISSFIELD TOWNSHIP
SPECIAL BUDGET HEARING BOARD MEETING
(VIRTUAL OPTION)
BLISSFIELD, MICHIGAN 49228
MARCH 30,2021

2021-2022 ANNUAL BUDGET

A special meeting of the Blissfield Township Boar on March 30,2021

Meeting called to order by Supervisor Navarro @ 10:00 A.M. Members present: Cranor, Gritzmaker, Wilson, Warner

WHEREAS the Board wishes to adopt the 2021-2022 Annual Budget for Blissfield Township Fire Operating Budget.

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

The foregoing resolution was offered by Supervisor Navarro.

Upon roll call the following voted "aye": Navarro, Wilson, Cranor, Gritzmaker, Warner

"nay": none

The Supervisor declared the resolution adopted.

WHEREAS the Board wishes to adopt the 2021-2022 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 Supervisor Navarro.

Upon roll call the following voted "aye": Wilson, Cranor, Gritzmakr, Warner, Navarro

"nay": none

The Supervisor declared the resolution adopted.

WHEREAS the Board wishes to adopt the 2021-2022 Annual Budget for the Blissfield Township Road Budget.

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

The foregoing resolution was offered by Supervisor Navarro.

Upon roll call the following voted "aye": Cranor, Gritzmaker, Wilson, Navarro, Warner

"nay": none

The Supervisor declared the resolution adopted.

WHEREAS the Board wishes to adopt the 2021-2022 Annual Budget for Blissfield Township General Fund Budget.

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

The foregoing resolution was offered by Supervisor Navarro.

Upon roll call the following voted "aye": Warner, Navarro, Gritmaker, Wilson
"nay": Cranor
The Supervisor declared the resolution adopted.

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

NOW THEREFORE BE IT RESOLVED that "we are going to approve this action".
Upon roll call the following voted "aye": Gritmaker, Wilson, Navarro. Warner, Cranor
"nay": none

MOTION: Gritmaker second Wilson to adjourn the meeting @ 11:44 A.M.
MOTION CARRIED

Respectfully Submitted,

Diann Paul-Warner
Clerk

TOWNSHIP OF BLISSFIELD

Balance Sheet

As of April 13, 2021

	<u>Apr 13, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
150 276 002.1 PERFECT- HERMAN	1,809.65
150 276 002.2 PERFECTUAL-C DREW	737.25
150 276 002.3 PERFECT-KARNER/Zi	436.20
150 276 002.4 PERFECT-J CLARK	756.78
701 000 001 TX COL CASH BNK-TLC	197,685.78
701 000 002 TX COL CASH BANK BS	199,494.36
BLISS SB 101 340 002 FIRE FUND	296,231.65
BLISSFIELD STATE BANK	
101 103 002 GENERAL FUND	819,012.19
101 257 401 ADMINISTRATION FEE	93,977.61
206 340 002 EQUIP. FUND (FD)	207,165.15
401 444 002 ROAD FUND	230,624.60
BLISSFIELD STATE BANK - Other	27,941.07
Total BLISSFIELD STATE BANK	<u>1,378,720.62</u>
OLD NATIONAL BANK	
101 103 001 GENERAL FUND	70,993.26
206 340 001 SP EQUIP	129,268.85
OLD NATIONAL BANK - Other	79.80
Total OLD NATIONAL BANK	<u>200,341.91</u>
PREMIER BANK	
401 444 002 ROAD FUND	183,124.95
PREMIER BANK - Other	2,860.46
Total PREMIER BANK	<u>185,985.41</u>
Total Checking/Savings	<u>2,462,199.61</u>
Total Current Assets	<u>2,462,199.61</u>
TOTAL ASSETS	<u><u>2,462,199.61</u></u>
LIABILITIES & EQUITY	0.00

TOWNSHIP OF BLISSFIELD
Transaction Detail by Account
April 1 - 13, 2021

Type	Date	Num	Name	Amount
FIRE FUND				
Check	04/06/2021	3621	BP	209.33
Check	04/10/2021	3622	arbor professional solutions	3.44
Check	04/12/2021	3639	STRYKER MEDICAL	20,921.04
General Journal	04/12/2021	4/1 ...		7,604.24
General Journal	04/12/2021	4/1 ...		680.39
Check	04/13/2021	3624	CONSUMERS	62.17
Check	04/13/2021	3623	CONSUMERS	857.40
Check	04/13/2021	3625	gill-roys hardware	173.96
Check	04/13/2021	3626	VILLAGE OF BLISSFIELD	563.19
Check	04/13/2021	3627	D&P CABLE	101.18
Check	04/13/2021	3628	fire safety services inc	350.00
Check	04/13/2021	3629	RELIANCE OXYGEN & EQUIPMENT	92.35
Check	04/13/2021	3630	APOLLO FIRE EQUIPMENT	3,493.83
Check	04/13/2021	3631	Concord Inspection LLC	1,024.37
Check	04/13/2021	3632	AFLAC	202.80
Check	04/13/2021	3633	MCKESSON	1,332.93
Check	04/13/2021		Cummins Sales and Service	1,340.02
Check	04/13/2021	3634	fyr-fyter sales	178.40
Check	04/13/2021	3635	NAPA Auto Parts	22.58
Check	04/13/2021	3636	MADISON TOWNSHIP	8,650.00
Check	04/13/2021	3637	ACCUMED BILLING INC	1,770.38
Check	04/13/2021	3638	Cummins Sales and Service	1,340.02
Total FIRE FUND				50,974.02
GENERAL FUND				
Check	04/08/2021	9464	VILLAGE OF BLISSFIELD	10.00
General Journal	04/12/2021	4/1 ...		2,031.25
General Journal	04/12/2021	4/1 ...		925.00
General Journal	04/12/2021	4/1 ...		3,303.50
General Journal	04/12/2021	4/1 ...		2,250.00
General Journal	04/12/2021	4/1 ...		200.00
General Journal	04/12/2021	4/1 ...		916.67
General Journal	04/12/2021	4/1 ...		2,250.00
General Journal	04/12/2021	4/1 ...		1,365.00
General Journal	04/12/2021	4/1 ...		-243.78
General Journal	04/12/2021	4/1 ...		564.00
General Journal	04/12/2021	4/1 ...		0.02
Check	04/13/2021	9465	BLISSFIELD ADVANCE	172.50
Check	04/13/2021	9466	D & P Cable	167.81
Check	04/13/2021	9467	VILLAGE OF BLISSFIELD	117.44

Payroll

6:38 PM

04/13/21

Accrual Basis

TOWNSHIP OF BLISSFIELD
Transaction Detail by Account
April 1 - 13, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Check	04/13/2021	9468	CONSUMERS	84.42
Check	04/13/2021	9469	Norment Home Services	105.75
Check	04/13/2021	9465	BLISSFIELD ADVANCE	60.00
Check	04/13/2021	9465	BLISSFIELD ADVANCE	24.00
Check	04/13/2021	9465	BLISSFIELD ADVANCE	24.00
Check	04/13/2021	9468	CONSUMERS	182.32
Check	04/13/2021	9470	STEVENS DISPOSAL	63.25
Total GENERAL FUND				14,573.15
Unclassified				
General Journal	04/01/2021	R	IVAN BEHMANN	0.00
Total unclassified				0.00
TOTAL				65,547.17



Al Navarro <blisstwpsupervisor@gmail.com>

Fire Department Agenda

2 messages

Dale Fruchey <dalefruchey@gmail.com>
 To: Adolio Navarro <blisstwpsupervisor@gmail.com>
 Cc: diann paul-warner <blisstpclerk@gmail.com>

Wed, Apr 7, 2021 at 9:38 PM

Good evening

Blissfield Twp. Fire Department agenda for April 13th

- 1 Run volume March 49 Total
- 2 ESO program will be Live April 19th
- 3 Leave of Absence = Shaun Young and Howard Ickler
- 4 New Extrication Tools: Training April 11th
- 5 SOP update
 - Lieutenant SOP # 116
 - Fire Department Compensation Policy # 120
 - Recruiting & Employment # 100

6 Power Load Cot # 21,433.56 4433.

Any questions please let me know.

Thank you
Dale Fruchey
Fire Chief
Blissfield Twp. Fire Department

Al Navarro <blisstwpsupervisor@gmail.com>

Thu, Apr 8, 2021 at 9:08 AM

To: Dale Fruchey <dalefruchey@gmail.com>

Cc: Nancy Cranor <blisstpclerk@yahoo.com>, Steven Wilson <sew19577590@gmail.com>, Roger Bill Gritzmaker <blisstpclerk2@gmail.com>, blisstpclerk <blisstpclerk@gmail.com>

Dale,

Can I get a copy of the updated SOP's to review prior to the meeting?

Al Navarro
 Blissfield Township Supervisor
 [Quoted text hidden]

Cemetery Fee Schedule

CURRENT

PROPOSED

Resident

Grave Site	\$400.00	\$425.00
Open/Close (Monday-Friday)	\$600.00	\$625.00
Open/Close (Saturday/Sunday/Holiday)	\$700.00	\$725.00
Cremaains (Monday-Friday)	\$400.00	\$425.00
Cremaains (Saturday/Sunday/Holiday)	\$500.00	\$525.00

NonResident

Grave Site	\$825.00	\$850.00
Open/Close (Monday-Friday)	\$825.00	\$850.00
Open/Close (Saturday-Sunday/Holidays)	\$825.00	\$900.00
Cremaains	\$550.00	\$600.00