

BLISSFIELD TOWNSHIP REGULAR BOARD MEETING  
BLISSFIELD, MI 49228  
JANUARY 09, 2024  
7:00 PM  
AGENDA

MEETING CALLED TO ORDER

APPROVAL OF AGENDA

PUBLIC COMMENT

MINUTES OF DECEMBER 12, 2023 REGULAR BOARD MEETING

PAYMENT OF BILLS

Fire Fund Bills

General Fund Bills

Road Fund Bill

TREASURER'S REPORT

COUNTY COMMISSIONER REPORT

FIRE DEPARTMENT

Monthly Report

UNFINISHED BUSINESS

Office Computers

Township Office—Property Listing

NEW BUSINESS

Cemetery Maintenance

Township Record Retention

Office Moving Date

Red Letter—New Township Building Wiring & Network

PLANNING COMMISSION

Ordinance Updates

ADJOURN

Blissfield Township Regular Board Meeting  
120 S. Lane Street  
Blissfield, Michigan 49228  
December 12, 2023 7:00 PM

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

MOTION: Wynn second Wilson to change the agenda dated December 12, 2023, in order to move Township Auditor to the top of the agenda.

MOTION CARRIED.

MOTION: Wilson second Dickerson to approve the minutes of the Regular Board Meeting dated November 14, 2023 as presented.

MOTION CARRIED.

MOTION: Wilson second Dickerson to approve the minutes of the Special Board Meeting dated November 20, 2023 as presented.

MOTION CARRIED.

MOTION: Wilson second Dickerson to approve the minutes of the Special Board Meeting dated November 28, 2023 as presented.

MOTION CARRIED.

MOTION: Dickerson second Wilson to approve the payment of the bills for the Fire Fund in the amount of \$7,840.53 as presented.

MOTION CARRIED.

MOTION: Wilson second Dickerson to approve the payment of the bills for the General Fund in the amount of \$42,186.07 as presented.

MOTION CARRIED.

MOTION: Dickerson second Wilson to approve the payment of the bills for the Road Fund in the amount of \$109,326.86 as presented.

MOTION CARRIED.

MOTION: Navarro second Wilson to accept Mark Lee Swinehartas as a probationary Blissfield Township Fireman.

MOTION CARRIED.

MOTION BY RESOLUTION: Wynn second Dickerson to up grade the tax and assessing programs to the cloud through BS &A at the proposed amount of \$ 10,495.00.

ROLL CALL: Wynn yes, Dickerson yes, Warner yes, Wilson yes, Navarro yes.

MOTION BY RESOLUTION CARRIED.

MOTION BY RESOLUTION: Navarro second Wilson WHEREAS, the adoption of guidelines for poverty exemptions is within the purview of the Blissfield Township Board.

ROLL CALL: Dickerson yes, wynn yes, Wilson yes, Warner yes, Navarro yes.

MOTION BY RESOLUTION CARRIED.

MOTION BY RESOLUTION: Dickerson second Wilson to accept a bid from Red Letter in the amount of \$14,550.33 for estimate # 4188 at the new building 177 West Brooke not to exceed \$15,000.00 before returning to the Blissfield Township Board for approval.

ROLL CALL: Warner yes, Wilson yes, Wynn yes, Dickerson yes, Navarro yes.

MOTION BY RESOLUTION CARRIED.

MOTION BY RESOLUTION: Navarro second Wilson THEREFORE, BE IT RESOLVED, THAT, FOR THE YEAR 2024: THE Blissfield Township Board deems that the Regular Scheduled Meetings of the Blissfield Township Board will be held on the second (2) Tuesday of the Month, at 7:00 PM, at the Blissfield Township Office. The Blissfield Township Office is located at 120 S. Lane Street P.O. Box 58, Blissfield, MI 49228.

ROLL CALL: Dickerson yes, Wilson yes, Wynn yes, Warner yes, Navarro yes.

MOTION BY RESOLUTION CARRIED.

MOTION BY RESOLUTION: Navarro second Dickerson THEREFORE, BE IT RESOLVED: that for the year 2024: the Blissfield Township Board deems that the Planning Commission Quarterly Board Meetings will be held on January 03, 2024, April 03, 2024, August 07, 2024, and November 06, 2024 at 7:00 PM, at the Blissfield Township Office. The Blissfield Township Office is located at 120 S. Lane Street PO Box 58, Blissfield, Michigan.

ROLL CALL: Warner yes, Wynn yes, Wilson yes, Dickerson yes, Navarro yes.

MOTION BY RESOLUTION CARRIED.

MOTION BY RESOLUTION: Navarro second Dickerson THEREFORE, BE IT RESOLVED, that for the year 2024: the Blissfield Township Board deems that the Zoning Board of Appeals Meetings will be held on a as-needed basis, at 7:00 PM. at the Blissfield Township Office. The Blissfield Township Office is located at 120 S. Lane Street PO Box 58, Blissfield, MI 49228.

ROLL CALL: Wilson yes, Warner yes, Wynn yes, Dickerson yes, Navarro yes.

MOTION BY RESOLUTION CARRIED.

MOTION: Wilson second Dickerson to adjourn the meeting at 9:38 PM.

MOTION CARRIED.

Respectfully Submitted,

Diann Paul-Warner  
Clerk

Adolio Q. Navarro  
Supervisor

**CHECK REGISTER FOR TOWNSHIP OF BLISSFIELD**

CHECK DATE 12/13/2023 - 01/09/2024

Check Date	Bank	Check	Vendor Name	Amount
<b>Bank FIRE FIRE FUND CHECKING</b>				
01/09/2024	FIRE	3(E)	ATT&T MOBILITY	299.38
01/09/2024	FIRE	4(E)	MCKESSON	459.26
12/21/2023	FIRE	4129	TRAVELERS	1,340.00
01/09/2024	FIRE	4130	D & P CABLE	151.14
01/07/2024	FIRE	4131	FSS TECH LLC	660.00
01/09/2024	FIRE	4132	VILLAGE OF BLISSFIELD	593.62
01/09/2024	FIRE	4133	GILL-ROY'S HARDWARE	24.82
01/09/2024	FIRE	4135	THE ACCUMED GROUP	591.64
01/09/2024	FIRE	4136	CONSUMERS	1,186.91
01/09/2024	FIRE	4137	BOUND TREE MEDICAL LLC	390.37
01/09/2024	FIRE	4138	ARBOR PROFESSIONAL SOLUTIONS	95.00
01/09/2024	FIRE	4139	BLISSFIELD FIRE FIGHTER ASSOC	1,182.99
FIRE TOTALS:				
Total of 12 Checks:				6,975.13
Less 0 Void Checks:				0.00
Total of 12 Disbursements:				<u>6,975.13</u>
<b>Bank GEN GENERAL FUND CHECKING</b>				
12/18/2023	GEN	10004	JOSE LUIS CAZARES	150.00
12/21/2023	GEN	10005	TRAVELERS	2,435.00
12/21/2023	GEN	10006	TLC	67.06
01/09/2024	GEN	10007	THE ADVANCE	264.14
01/09/2024	GEN	10008	A-! LOCK & SAFE	195.00
01/09/2024	GEN	10009	D & P CABLE	357.17
01/09/2024	GEN	10010	VILLAGE OF BLISSFIELD	114.43
01/09/2024	GEN	10011	CONSUMERS	384.82
01/09/2024	GEN	10013	KCI	1,521.20
01/09/2024	GEN	10014	RED LETTER	125.00
01/09/2024	GEN	10015	ELECTION SOURCE	1,365.00
01/09/2024	GEN	10016	RIVER RASIN WATERSHED COUNCIL	100.00
01/09/2024	GEN	10017	BS&A SOFTWARE	2,255.00
GEN TOTALS:				
Total of 13 Checks:				9,333.82
Less 0 Void Checks:				0.00
Total of 13 Disbursements:				<u>9,333.82</u>
<b>Bank ROAD ROAD IMPROVEMENT FUND - PREMIER</b>				
12/18/2023	ROAD	1003	LEN COUNTY ROAD COMM	1,412.66
ROAD TOTALS:				
Total of 1 Checks:				1,412.66
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				<u>1,412.66</u>
REPORT TOTALS:				
Total of 26 Checks:				17,721.61
Less 0 Void Checks:				0.00
Total of 26 Disbursements:				<u>17,721.61</u>

CHECK DISBURSEMENT REPORT FOR TOWNSHIP OF BLISSFIELD  
 CHECK DATE 12/13/2023 - 01/09/2024

BANK CODE: TAX, GEN, FIRE, ROAD

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
** VOIDED **							
01/09/2024	GEN	10012	KCI	VOID CHECK			** VOIDED **
01/09/2024	FIRE	4134	GILL-ROY'S HARDWARE	VOID CHECK			** VOIDED **
<b>Fund: 101 GENERAL FUND</b>							
12/18/2023	GEN	10004	JOSE LUIS CAZARES	BUILDING PERMITS	476.000	000	150.00
12/21/2023	GEN	10005	TRAVELERS	POLICY #0024N847 WORKERS COMP TMP PORTIO	840.000	101	2,435.00
12/21/2023	GEN	10006	TLC	VISA BILL	752.000	101	67.06
01/09/2024	GEN	10007	THE ADVANCE	INVOICE # 160432	900.000	101	264.14
01/09/2024	GEN	10008	A-I LOCK & SAFE	NEW LOCKS 177 W. BROOKE	930.000	101	195.00
01/09/2024	GEN	10009	D & P CABLE	INVOICE # 10410472 ACT # 00049938-5	850.000	101	357.17
01/09/2024	GEN	10010	VILLAGE OF BLISSFIELD	WATER ACT # 00675-00	920.000	265	114.43
01/09/2024	GEN	10011#	CONSUMERS	ACT #100018830917 120 S. LANE STREET	920.000	265	239.85
				ACT # 103049131982 177 W. BROOKE	920.000	265	59.40
				ACT # 100017449743 CEMETERY	920.000	567	85.57
<b>Check GEN 10011 Total for Fund 101 GENERAL FUND</b>							
01/09/2024	GEN	10013	KCI	PROPOSAL 231281	801.000	257	384.82
01/09/2024	GEN	10014	RED LETTER	INVOICE # INV7105	948.000	101	125.00
01/09/2024	GEN	10015	ELECTION SOURCE	INVOICE # 23-5055, INVOICE # 23-5639	955.000	262	990.00
					955.000	262	375.00
<b>Check GEN 10015 Total for Fund 101 GENERAL FUND</b>							
01/09/2024	GEN	10016	RIVER RASIN WATERSHED COUNCIL	RRWC 2024 MEMBERSHIP DUES	915.000	101	100.00
01/09/2024	GEN	10017	BS&A SOFTWARE	STATEMENT DATE 2/2/24	933.000	101	2,255.00
<b>Total For Fund: 101</b>							
<b>Fund: 206 FIRE FUND</b>							
01/09/2024	FIRE	3(E)	ATT&T MOBILITY	ACT # 287324814975	850.000	336	299.38
01/09/2024	FIRE	4(E)	MCKESSON	ACT # 58774684 TRANSIT#072403978	752.000	336	459.26
12/21/2023	FIRE	4129	TRAVELERS	POLICY # 0024N847 WORKMEN COMP FIRE AMOU	840.000	336	1,340.00
01/09/2024	FIRE	4130	D & P CABLE	ACT # 00008508-9 INVOI	850.000	336	151.14
01/07/2024	FIRE	4131	FSS TECH LLC	INVOICE # I-11285	920.000	336	660.00
01/09/2024	FIRE	4132	VILLAGE OF BLISSFIELD	ACT # 00011-00	920.000	336	593.62
01/09/2024	FIRE	4133	GILL-ROY'S HARDWARE	ACT # BL1017	930.000	336	24.82
01/09/2024	FIRE	4135	THE ACCUMED GROUP	INVOICE # 35777	801.000	336	591.64
01/09/2024	FIRE	4136	CONSUMERS	ACT 100020876874	920.000	336	29.24
				ACT # 100018831360	920.000	336	30.68
				ACT #100018831121	920.000	336	1,126.99
<b>Check FIRE 4136 Total for Fund 206 FIRE FUND</b>							
							<u>1,186.91</u>

**CHECK DISBURSEMENT REPORT FOR TOWNSHIP OF BLISSFIELD**

CHECK DATE 12/13/2023 - 01/09/2024

BANK CODE: TAX, GEN, FIRE, ROAD  
Description

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
<b>Fund: 206 FIRE FUND</b>							
01/09/2024	FIRE	4137	BOUND TREE MEDICAL LLC	ACT # WEB016957	752.000	336	390.37
01/09/2024	FIRE	4138	ARBOR PROFESSIONAL SOLUTIONS	INVO # 010058902311300000 CLIENT # 5890	801.000	336	95.00
01/09/2024	FIRE	4139	BLISSFIELD FIRE FIGHTER ASSOC	RKI CALIBRATION 4 GAS MIX ORDER # 188831 PREDATOR ARMOR ORDER # 27070 SOAP AND SOAP DISPENSER, PENS TRASH BAGS	759.000 759.000 759.000 930.000	336 336 336 336	224.12 452.50 252.56 253.81
Check FIRE 4139 Total for Fund 206 FIRE FUND					1,182.99		
Total For Fund: 206					6,975.13		
<b>Fund: 245 ROAD IMPROVEMENT FUND</b>							
12/18/2023	ROAD	1003	LEN COUNTY ROAD COMM	INVOICE #S 102977 & 102978 & 102976	801.004	446	1,412.66
Total For Fund: 245					1,412.66		
Report Total:					17,721.61		

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



Al Navarro <blisstwpsupervisor@gmail.com>

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## January Fire Department Agenda

2 messages

**Dale Fruchey** <dfruchey@blissfieldtwfire.com>

Wed, Jan 3, 2024 at 5:42 PM

To: "Adolio Navarro (blisstwpsupervisor@gmail.com)" <blisstwpsupervisor@gmail.com>

Al

Blissfield Twp Fire Department agenda for the month of January board meeting.

1: December Run Report Total: 39 calls.

2: Year-end report for Blissfield Twp Fire Department.

Dale Fruchey  
Fire Chief  
Blissfield Twp. Fire Department.  
734-972-2849

299 E. Adrian St  
Blissfield MI. 49228  
517-682-1212

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**Al Navarro** <blisstwpsupervisor@gmail.com>

Thu, Jan 4, 2024 at 10:25 AM

To: Steven Wilson <sew19577590@gmail.com>, Alan Dickerson <ADICKERSON@live.com>, blisstwpclerk <blisstwpclerk@gmail.com>, Tammy Wynn <blisstwptreasurer22@yahoo.com>

Board Members,

I am forwarding the FD January Agenda for your review prior to Board Meeting.

Al Navarro  
Blissfield Township Supervisor  
[Quoted text hidden]



# 2023

	Citizens Assist	BLS Transfer	Medical	Tree/Wires	CO Alarm	P/I	Wildand/Brush	Fire	Assist PD	Mutual Aid Rec	Mutual Aid Giv	Month Total
January	5	1	24	0	1	1	0	2	0	2	1	34
February	3	0	21	43	4	1	0	1	0	2	0	73
March	3	2	26	2	1	1	1	2	0	4	2	38
April	3	1	22	1	0	0	3	0	0	0	0	30
May	7	1	41	2	0	1	1	2	0	0	3	55
June	6	3	20	4	0	1	1	1	0	0	0	36
July	4	1	20	2	0	1	3	0	0	2	1	31
August	3	7	33	10	0	2	0	5	0	0	2	60
September	4	1	20	2	0	2	0	2	1	0	0	32
October	7	2	19	0	0	0	0	4	0	0	1	32
November	5	3	18	1	1	0	0	4	0	1	4	32
December	2	0	27	1	0	2	0	4	0	5	0	35
<b>Total</b>	<b>52</b>	<b>22</b>	<b>291</b>	<b>68</b>	<b>7</b>	<b>12</b>	<b>9</b>	<b>27</b>	<b>1</b>	<b>16</b>	<b>14</b>	<b>488</b>



# Blissfield Township Fire Department

299 E Adrian St

517-682-1212



## January thru December 2023 Year in Review.

### Call Volume

2023 Total December Runs = 35 calls.

2022 Average Response time on scene: 11:06 mins

2023 Average response time on scene: 6.09 mins

2023 Average Transport time to hospital: 23 minutes

2023 Average Run time per call: 1 hour 38 minutes

2023 Year Total = 488

2022 Year Total = 500

2021 Year Total = 549

2020 Year Total = 404

2019 Year Total = 437

2018 Year Total = 380

2017 Year Total = 426

2016 Year Total = 395

2015 Year Total = 361



# Blissfield Township Fire Department

299 E Adrian St  
517-682-1212



## Members

Dale Fruchey	FF/EMT	Fire Chief	<a href="mailto:dfruchey@blissfieldtwpfire.com">dfruchey@blissfieldtwpfire.com</a>
Rodney Lippens	FF/EMT	Assistant Fire Chief	<a href="mailto:rlippens@blissfieldtwpfire.com">rlippens@blissfieldtwpfire.com</a>
Coty Lemley	FF/EMT	Captain 1	<a href="mailto:lfruchey@blissfieldtwpfire.com">lfruchey@blissfieldtwpfire.com</a>
Luke Fruchey	FF/Medic	Captain 2*	<a href="mailto:clemley@blissfieldtwpfire.com">clemley@blissfieldtwpfire.com</a>
Brandon Lidster	FF/AEMT	Lieutenant 1	<a href="mailto:blidster@blissfieldtwpfire.com">blidster@blissfieldtwpfire.com</a>
Jeremy Davis	FF/AEMT		
Steve Hephner	FF/MFR		
Shane Waigle	FF/MFR		
Seth Gebert	FF		
David Teague	Prob		
Kevin Harmes	FF/Medic	Dayshift	
Zach Solarek	FF/EMT	Dayshift	
Justin Miller	FF/EMT	Dayshift	
Haley Smith	FF/EMT	Dayshift	
Christian Deaton	FF/EMT	Dayshift	
Mark Swinehart	FF/EMT	Dayshift	



# Blissfield Township Fire Department

299 E Adrian St  
517-682-1212



## Grants

Feb 2018	\$ 136,007.00	19 SCBA Air Packs
July 2019	\$ 22,600	Lucas Device
Aug 2019	\$ 268,300	Ambulance. Bravo 3
Sept 2019	\$ 19,500	MI State Gov. Brush Truck B-1
June 2020	\$ 16,000	First Responder Hazzard Pay.
June 2021	\$ 53,800	MAC. Rope Rescue
July 2023	\$ 20,000	MI. Equipment Grant
<b>Total</b>	<b>\$ 536,207</b>	

## Training



# Blissfield Township Fire Department

299 E Adrian St

517-682-1212



## Apparatus/ Equipment

14 ft Alum Boat

Tandem axle Tec Rescue / Haz-Mat Trailer

All Terrain Gator

1974 Jeep Grass Rig

2000 Pierce Engine / Pumper. 1300 Gallon Tank, 1500-Gallon Pump

2012 Rosenbauer Ladder Truck. 500 Gallon Tank, 2000 Gallon Pump

2020 Ford Brush 1 Pickup. 300 Gallon

2019 Ford F450 Lifeline Ambulance Bravo 8

2020 Ford F450 Lifeline Ambulance Bravo 3

Stratos Microsystems LLC

235 North Broad St.

Adrian, MI 49221

Phone#517-264-5101

Name / Address
BLISSFIELD TOWNSHIP 130 S. LANE ST BLISSFIELD MI 49228

## Estimate

Date	Estimate #
1/9/2024	5083

Due Date	Rep	Project	
1/19/2024	RMP		
Description	Qty	Cost	Total
Dell OptiPlex 7000 7010 Plus Desktop Computer SFF- Intel Core i7 13th Gen i7-13700 Hexadeca-core (16 Core) 2.10 GHz - 16 GB RAM DDR5 SDRAM - 512 GB M.2 PCI Express NVMe SSD - Small Form Factor - Black, Intel Chip - Windows 11 Pro - Intel UHD Graphics 770 DDR5 SDRAM - DVD-Writer - English Keyboard - 260 W. 3 Year Dell Onsite Warranty	4	1,404.8175	5,619.27
DisplayPort to VGA Video Adapter Converter Display Port / DP Adapter M/F	2	27.99	55.98
DISPLAY PORT MALE TO HDMI FEMALE ADAPTER	2	24.97	49.94
		<b>Subtotal</b>	\$5,725.19
		<b>Sales Tax (6.0%)</b>	\$0.00
		<b>Total</b>	\$5,725.19



# ESTIMATE

# EST-000007

## Melron Electronics

Michigan  
U.S.A

Bill To  
**Blissfield Township**

Estimate Date : 09 Jan 2024

Subject :

Alan,

Thank you for reaching out. Here is the first quote for the Dell machines as quoted by the other company.

-Please see notes below.

#	Item & Description	Qty	Rate	Amount
1	Dell precision 3460 desktop PC -SFF Dell PC with Intel core i7 13th Gen CPU 16GB RAM 512GB SSD Windows 11 Pro	4.00	1,888.55	7,554.20
2	Labor - Onsite Service or Repair Onsite Labor -per hour  Quote for labor on-site to migrate data. Charge is per hour minimum of one (1) hour.  Estimate is 2.5 hours for transfer of data simultaneously for all new PC's. This is dependent on the speed and operability of the old machines data is migrated from.	2.50	125.00	312.50
3	Dell Inspiron 15 3520 laptop 15.6" Dell Inspiron laptop Intel core i5 CPU 12th Gen 16GB RAM 512GB SSD 15.6" touchscreen laptop Wifi 6 Bluetooth Windows 11 Pro	2.00	1,192.61	2,385.22

Sub Total 10,251.92

**Total \$10,251.92**

## Notes

I quoted 4 of the desktops and 2 laptops based on the quantity listed on the page you sent. If there's a different quantity needed (the notes for example on that picture said 3 new computers) we can adjust that but the prices will remain about the same. Quantity discounts usually don't apply until 5 of the same unit.

For the desktops this assuming you have monitors currently. If you need me to add monitors to the quote I can do so. They're relatively inexpensive depending on size required.

Also. For cost purposes both of these machines are available in the "last years model" with the previous generation CPU. Cost savings run about \$200 per unit going that route if you're interested.

This is your apples to apples quote.

I'll send you the oranges quote shortly.

Best,  
Joshua





# ESTIMATE

# EST-000008

## Melron Electronics

Michigan  
U.S.A

Bill To  
**Blissfield Township**

Estimate Date : 09 Jan 2024

Subject :

Alan,

Thank you for reaching out. Here is the second quote for the Lenovo branded machines.

~Please see notes below.

#	Item & Description	Qty	Rate	Amount
1	Lenovo thinkstation P3 Ultra desktop Lenovo thinkstation with Intel core i7 13th Gen CPU 16GB RAM 512GB SSD Windows 11 Pro	4.00	1,712.45	6,849.80
2	Labor - Onsite Service or Repair Onsite Labor -per hour  Quote for labor on-site to migrate data. Charge is per hour minimum of one (1) hour.  Estimate is 2.5 hours for transfer of data simultaneously for all new PC's. This is dependent on the speed and operability of the old machines data is migrated from.	2.50	125.00	312.50
3	Lenovo thinkbook business laptop Lenovo thinkbook 16 G6 Intel core i5 CPU 13th Gen 16GB RAM 512GB SSD 16" touchscreen laptop Wifi 6 Bluetooth Windows 11 Pro	2.00	1,079.77	2,159.54

Sub Total 9,321.84

**Total \$9,321.84**

### Notes

I quoted 4 of the desktops and 2 laptops based on the quantity listed on the page you sent. If there's a different quantity needed (the notes for example on that picture said 3 new computers) we can adjust that but the prices will remain about the same. Quantity discounts usually don't apply until 5 of the same unit.

For the desktops this assuming you have monitors currently. If you need me to add monitors to the quote I can do so. They're relatively inexpensive depending on size.

This is your "oranges" quote.

Best,  
Joshua