Westphalia Township

Regular Meeting June 10, 2019

DRAFT MINUTES

13950 Pratt Road, Westphalia MI, 48894

Supervisor Trierweiler called the meeting to order with the Pledge of Allegiance to the Flag at 6:00 pm. Board members present were Supervisor Trierweiler, Trustee Fox, Trustee Pung, Treasurer Buckley, and Clerk Platte.

Guests: Michelle Barker

A motion was made by Pung supported by Fox to accept the minutes of the May 2019 regular meeting with minor changes to be completed by Clerk Platte. Motion carried.

Treasurer Buckley presented the financial statements via email to all board members. A motion was made by Treasurer Buckley to approve the emailed financial statements, seconded by Pung. Motion carried. Treasurer Buckley also mentioned that we could move Eaton Federal and PFCU CDs with interest rates for Eaton Federal at 2.02 and PFCU at 2.05. The board elected to keep the CDs where they are at.

Trustee Pung asked if we could contact the auditors and see what their suggestion is for a percentage of dollars that should be kept in our General and Fire Department checking accounts. Once we have an answer on that the board will decide if we need to move money around at that time.

Supervisor Trierweiler would like to have the VISA statements attached with the financial reports each month.

In regards to the Fire Department making VISA purchases, if they are making a purchase that exceeds their limit of $700.00, they will need to call Treasurer Buckley and she can increase the amount for them and then place the limit of $700.00 back after purchase is made.

Clerk Platte reported that per Mike at Westphalia Telephone Company our new phone system should be installed Wednesday afternoon. Clerk Platte also brought to the boards attention the trash that has been left outside the hall after parties and that there are rocks, cans, bottles, paper plates, plastic silverware in the grass, stones, and trees around the building. Trustee Pung said he would make up with a check list for persons renting the hall as a to do list before they exit the building. Also, there is a flood light outside by the flag pole that is broken. Clerk Platte to call Westphalia Electric to have them take a look at it and fix appropriately.

The Village of Westphalia is looking to add another recycling date per month and wondered if the Westphalia Township would be interested in splitting that cost. The board agreed that it would be appropriate for the Township to split the second recycling date with the Village. Trustee Pung made a motion to help the Village of Westphalia with a 50/50 contribution on a second addition of recycling. Trustee Fox seconded. Motion carried.

A contract with Maner Costerian was signed for audit year 2018-2019. A motion was made by Trustee Pung to accept the audit proposed by Maner Costerian for the audit year 2018-2019 at a cost of

Regular Meeting – June 10, 2019

FINAL MINUTES

Page 2 of 2

$5500.00. Clerk Platte seconded. Motion carried. Trustee Fox revoked his vote due to conflict of interest.

Supervisor Trierweiler talked about the roads. The first treatment of chloride will be placed on some roads on Tuesday, June 11, 2019 with gravel to follow this week. Gravel will be applied to approximately five to six miles. Chloride is scheduled again in July but Supervisor Trierweiler thinks we can possibly hold off and we could do one cost instead of three.

Supervisor Trierweiler questioned Trustee Pung on the follow up to Mrs. Wood’s letter from last meeting. Trustee Pung stated he did not contact Mrs. Wood.

Supervisor Trierweiler asked about the lawn repairs that were made. Clerk Platte described to the best of her knowledge what was happening with the new grass needing warmth and hopefully it will take off better then it is now.

Clerk Platte said there was a call from a renter who put something on the wall and tore off some of the paint. They are willing to fix the wall if needed. Clerk Platte took the board into the hall and showed them that area as well as how the walls are cracking in many seams. The cracking of the walls is due to no renter. Supervisor Trierweiler to contact Westphalia Builders to see about getting these cracks repaired.

Supervisor Trierweiler mentioned that the Treasurer and Clerk’s pay wasn’t correct per the budget. Both the Clerk and the Treasurer will receive $17,500.00 per year with their deputies receiving an additional $500.00 putting the budget for the Clerk/deputy and Treasurer/deputy at $18,000.00 per year, not the $17,500.00 that was originally put in the budget. Trustee Pung made a motion to amend the budget from $17,500.00 to $18,000.00 per year for both Clerk/deputy and Treasurer Deputy. Supported by Trustee Fox. Motion carried.

Next scheduled meeting will be Monday, July 8, 2019 at 6:00 p.m.

There being no further business, a motion to adjourn was made by Fox, supported by Platte at 7:12 p.m. Motion carried.

Respectfully submitted

Heather Platte, Clerk Francis Trierweiler, Supervisor