Westphalia Township

Regular Meeting February 8, 2021

DRAFT MINUTES – VIRTUAL

Supervisor Thelen called the meeting to order with the Pledge of Allegiance to the Flag at 6:00 pm. Board members present were Supervisor Thelen, Trustee Barker, Trustee Thelen, Treasurer Buckley, and Clerk Platte. This meeting was held via Zoom per the recommendation of Michigan Department of Health and Human Services (MDHHS) that township meetings must continue to be held completely virtually through March 29, 2021.

Guests: Pete Preston

 Dave Pohl

A motion was made by Platte supported by Buckley to accept the minutes from January 11, 2021. Motion carried.

Treasurer Buckley presented the financial statements via email to all board members. A motion was made by Treasurer Buckley to approve the financial statements as well as bills presented for the General and FD funds, seconded by Barker. Motion carried.

Pete Preston went over the resolutions he sent to the board for voting.

1. Resolution to permit poverty exemption renewal without reapplication for certain persons (Resolution #21-00). A motion was made by A. Thelen to accept the resolution and supported by Barker. A roll call vote was taken:

Ayes: T. Thelen, A. Thelen, Barker, Buckley, Platte

Nays: Zero

Absent: Zero

1. Resolution to the Westphalia Township Board of Trustees (Resolution #21-01). A motion was made by A. Thelen to accept the resolution and supported by Buckley. A roll call vote was taken:

Ayes: T. Thelen, A. Thelen, Barker, Buckley, Platte

Nays: Zero

Absent: Zero

1. Resolution to authorize a resident taxpayer to file a protest before the Board of Review by letter without a personal appearance (Resolution #21-03). A motion was made by A. Thelen to accept the resolution and supported by Buckley. A roll call vote was taken:

Ayes: T. Thelen, A. Thelen, Barker, Buckley, Platte

Nays: Zero

Absent: Zero

Mr. Preston briefly stated that they are awaiting the State Tax Commission for guidance on the in person and/or zoom protocol.

1. Resolution to adopt poverty exemption eligibility requirements, income standards/asset test and application for 2021 (Resolution #21-03). This resolution was placed up for tabling.

Supervisor Thelen asked Clerk Platte to update the board on the new search for auditors. Clerk Platte stated that Steve Bryer from Siegfried Crandall, P.C., gave the board a proposal for $7000.00 for years 2021, 2022, and 2023. Supervisor Thelen suggested that we get a few more quotes and make a decision from there. He suggested Abraham & Gaffney. Dave Pohl made note of who the County works with. The board to discuss when more bids come in.

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Discussion in regards to Gary Thelen requesting land division. Pete Preston stated that he received a snapshot from Sarah Thelen on 02/01/2021 and he will get in touch with the Thelen’s.

Dave Pohl discussed Covid-19. He also stated that the county is reapplying for a park grant on Pratt Road where Bernie Simon has property. The county pledged 50% of the price. He also discussed capital improvement in the county with the 32 year old jail needing improvements such as plumbing, the kitchen, and sewer repair. The county has a new prosecutor this year and is doing great. They approved a new record system. Mr. Pohl also discussed equalization program as well as Clinton Transit looking to possibly open transportation on Saturday and Sundays.

Pat and Nancy Eaves zoning was discussed. The board approved the zoning and Clerk Platte will write an approval letter to the County before their next meeting next week. Parcel #160-025-400-040-00.

Treasurer Buckley asked the board to possibly make a list of bills that can be paid before the meetings such as Consumer, telephone, Preston Community Services. Clerk Platte stated that it has been that the board can pay all bills due prior to the meeting and if a bill is due after the monthly meeting that bill needs to be held back. Dave Pohl suggested that we talk with the auditors on how to proceed with this as they may have suggestions for the township on how to proceed with payments.

Trustee Barker stated she would like her address changed on the website. Clerk Platte mentioned that when the new trustees came on board that she asked them what address and phone number they wanted to appear on the website, as well as through the County. She stated that after thinking about it she would like to have her address reflect the township hall address. Trustee Thelen didn’t care what his address or phone reflected so it will remain as posted.

Clerk Platte brought up Resolution #21-10, Pandemic Resolution, which was provided by the County Clerk’s office. The original resolution was prepared by Kalkaska. Clerk Platte changed some things on the resolution. Clerk Platte made a motion that the township board reviewed and filed the resolution for future discussion. A. Thelen supported. Motion carried.

Clerk Platte presented salary resolutions for the upcoming 2021-2022 fiscal year. Clerk Platte suggested a 2% raise for the board but was turned down. The board would like to wait a year and conduct a survey on other township officials pay scales as there are three new board members. Resolutions presented include:

1. Resolution to establish Westphalia Township Clerk’s Salary (Resolution #21-04). Clerk Platte offered the resolution and supported by T. Thelen. The clerk’s pay was resolved to remain at $18,000.00 for fiscal year 2021-2022.

Ayes: T. Thelen, A. Thelen, Barker, Buckley

Nays: Platte

Absent: Zero

 Resolution denied.

1. Resolution to establish Westphalia Township Supervisor’s Salary (Resolution #21-05). Clerk Platte offered the resolution and supported by Barker. The supervisor’s pay was resolved to remain at $13,500.00 for fiscal year 2021-2022.

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Ayes: T. Thelen, A. Thelen, Barker, Buckley, Platte

Nays: Zero

Absent: Zero

 Resolution adopted.

1. Resolution to establish Westphalia Township Trustee’s Salary (Resolution #21-06). Clerk Platte offered the resolution and supported by T. Thelen. The trustee’s pay was resolved to remain at $2250.00 for fiscal year 2021-2022.

Ayes: T. Thelen, A. Thelen, Barker, Buckley, Platte

Nays: Zero

Absent: Zero

 Resolution adopted.

1. Resolution to establish Westphalia Township Treasurer’s Salary (Resolution #21-07). Clerk Platte offered the resolution and supported by T. Thelen. The treasurer’s pay was resolved to remain at $18,000.00 for fiscal year 2021-2022.

Ayes: T. Thelen, A. Thelen, Barker, Buckley, Platte

Nays: Zero

Absent: Zero

 Resolution adopted.

Resolution #21-08 was established for the Fire Millage that was voted in on January 27, 2021 and Resolution #21-09 was established for the Road Millage. Both proposals have been sent to the County Clerk’s office and have been reviewed for printing.

Hall rentals will remain closed through April 30, 2021.

Clerk Platte asked about the snow removal contract with Mr. James Pohl. There has been no updated contract for review at this meeting. Supervisor Thelen will check into this.

Clerk Platte asked about the outdoor lights that Westphalia Electric had put in a bid for. Treasurer Buckley said that Frank Trierweiler had ordered the lights and that Westphalia Electric would be contracting him when they were in for an installation date.

The Westphalia Township Board received and accepted Mr. Frank Trierweiler’s resignation letter. Clerk Platte made a motion to accept his resignation letter effective January 31, 2021 and to have him removed from all Township accounts, including banks accounts, VISA, and John Hancock accounts. Troy Thelen will be placed on all accounts pertaining to Westphalia Township as Supervisor including getting a township VISA card. Buckley supported. Motion carried.

Trustee Thelen to provide Clerk Platte all information on the newly appointed Board of Review member, Kyle Thelen, as he needs to be sworn in before the March 9, 2021 Board of Review meeting. Clerk Platte to forward to Mr. Preston.

Next scheduled meeting will be March 8, 2021 @ 6:00 p.m.

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There being no further business, a motion to adjourn was made by Platte supported by Buckley at 7:41 p.m. Motion carried.

Respectfully submitted

Heather Platte, Clerk Francis Trierweiler, Supervisor