Westphalia Township

Regular Meeting January 11, 2021

FINAL MINUTES – VIRTUAL

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 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 31, 2021.

Guests: None

A motion was made by Platte supported by Buckley to accept the minutes from December 14, 2020. Supervisor Trierweiler mentioned that the correct spelling of Todd Hopey, is Hoppe. 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. Supervisor Trierweiler would like to have the financial statements read aloud at the board meetings and would also like them to continue being emailed prior to the meetings.

Supervisor Trierweiler would like to have the vouchers that Treasurer Buckley supplies for payments placed on his desk for approval. He will then sign the vouchers and from there payment will be issued. Treasurer Buckley to communicate with Supervisor Trierweiler when these vouchers are ready. Also, when Supervisor Trierweiler is away and not able to look at the vouchers, his deputy, Troy Thelen, will be allowed to sign the vouchers.

Supervisor Trierweiler said that the fire department is receiving bids for new gear but that the bid was a little steep he thought.

Supervisor Trierweiler also stated that he has heard back from Anne Seurynck, from Foster Swift, about the millage wording but it has not been finalized as of. Since this is a time sensitive matter, Supervisor Trierweiler mentioned possibly having a special meeting sometime next week to approve the verbiage. He will put an email out to the board on when this is ready.

Supervisor Trierweiler presented to the board the contract that Mr. Jim Pohl submitted for snow removal. Upon viewing the contract, Clerk Platte stated that on Mr. Pohl’s contract it mentioned “two years” but at the December 14, 2020 meeting, which minutes were approved, it stated “Supervisor Trierweiler stated that he would ask Jim Pohl again to see if he would be interested in doing this this season.” Clerk Platte also stated she would like to see Mr. Pohl’s contract indicate the different costs he would be charging as the contract states “Westphalia Township agrees to pay James Pohl up to $100.00 per occurrence.” Clerk Platte asked what the individual prices would be and asked to have those costs be printed on the contract. Trustee Barker asked Clerk Platte if she would write the contract up the way she would like it to read so it would be easier if any audit questions arose. Clerk Platte said no as this is Mr. Pohl’s contract and he needs to state his costs. Trustee Thelen made a motion to have Mr. Pohl’s snow removal contract approved. With no support, Supervisor Trierweiler will take the contract back to Mr. Pohl for updates.

Clerk Platte reported to the board that Mrs. Patti Schafer reached out to her. Mrs. Schafer stated that her son received a promotion with Maner Costerisan so therefore she would either have to remove herself from helping both the clerk and the treasurer prepare for the audit as this would be a conflict of interest with Maner Costerisan or that Westphalia Township needs to find a new audit firm. Clerk Platte mentioned that she would like to keep Mrs. Schafer onboard as she works with

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Treasurer Buckley’s schedule of meeting in the evening hours. Clerk Platte spoke with Mr. Steve Kirinovic, from Maner Costerisan, asking if the township decides to go with another auditing firm if the township would be subject to a charge by breaking our engagement letter. Steve said that there would be no charge and that he understands. Clerk Platte asked Mr. Kirinovic for a recommendation on an auditing firm as she and Supervisor Trierweiler discussed this situation earlier in the afternoon and neither had any suggestions. Steve said that he would recommend Siegfried Crandall, who are located down by the Kalamazoo area, as his first recommendation. He also said that he would be happy to reach out to that firm and advocate for the township. He would also help get costs for the township form this firm if the township were to switch over from Maner Costerisan and that Maner Costerisan would help in the transition. The contact person at Siegfried Crandall is Steve Bryer. Treasurer Buckley made a motion that Westphalia Township would like to keep their working relations with Mrs. Schafer so therefore the township is in search of a new audit firm. Barker supported. Motion carried.

Clerk Platte commented that there are cracks in the township hall walls again. Supervisor Trierweiler will search for someone to patch these cracks.

At the December board meeting, there was mention that Adam Denittis would be joining the fire department. Mr. Denittis has accepted a promotion at his place of work and turned down the position with the fire department. Jason Thelen was a recommendation and will be taking his place on the fire department.

Clerk Platte communicated her discussion with Toni, from Maner Costerisan, in regards to the IRS situation of 941 issues. This situation is being discussed with Steve Kirinovic and Toni and hopefully Toni will be reaching back out to Clerk Platte by end of this week.

Trustee Baker has received her key for the township. Trustee Thelen’s key is with Treasurer Buckley to be distributed still. The trustees’ keys allow access to Pratt Road side door only.

Supervisor Trierweiler went over the quote from Westphalia Electric on replacing the two side lights by the double doors. These lights to be installed are high performance LED lights and will illuminate from dusk to dawn. A quote of $175.00 was indicated. Clerk Platte made a motion to accept the quote from Westphalia Electric to replace both lights for the quoted price of $175.00 each. Buckley supported. Motion carried.

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

There being no further business, a motion to adjourn was made by Buckley supported by Barker at 6:52 p.m. Motion carried.

Respectfully submitted

Heather Platte, Clerk Francis Trierweiler, Supervisor