Westphalia Township

Regular Meeting July 16, 2018

DRAFT MINUTES

13950 Pratt Road, Westphalia MI, 48894

Supervisor Trierweiler called the meeting to order with the Pledge of Allegiance to the Flag at 6:04 pm. Board members present were Supervisor Trierweiler, Trustee Fox, Trustee Pung, Treasurer Smith, Clerk Platte.

Guests: Brent Benway

Kevin Wieber

Jeff Platte

Michelle Barker

A motion was made by Fox and supported by Pung to accept the minutes of the April 2018 and June 2018 regular meeting. Motion carried.

Treasurer Smith read the check amounts as checks presented from June 12, 2018 to July 16, 2018 to the board and made a motion to approve the checks for payment as were read, seconded by Pung. There was no financial report provided. Motion carried.

Kevin Wieber spoke that the fire department has spent less then what was budgeted to them. He needs to submit the last of the bills from the budget given which should be for training. All fire fighters went to training and now have the ability to do Glucose, push needles, and do airway down the throat. He also mentioned his possible retirement as Fire Chief in October. Clerk Platte mentioned to Kevin that for next years audit the auditors have suggested that the fire department do a thorough go through of the department and write down all assets, new and old. Clerk Platte has given Kevin a copy of the last update from the auditors via email and asked if the department could have this completed before March 31, 2019.

Jeff Platte – submitted a bid for lawn care which was placed in the Shopper’s Guide by Deputy Benway. His bid was for one year at a standard package of $165.00 per mow and $190.00 for the premium package. He also submitted a two year proposal of $150.00 per mow for standard package and $180.00 for the premium package. He also verbally gave a bid tonight about watering of the lawn and trees of $500.00 per month.

Trustee Fox made a motion to accept the one year standard package at $165.00 per mow from Platte Lawn Care and will revisit in a year. Supported by Trustee Pung. Motion carried.

Trustee Pung made a motion to not exceed $1500.00 for watering of lawn and trees from July 16, 2018 through October 16, 2018 including labor and equipment. Fox supported. Motion carried.

Supervisor Trierweiler will speak with Plannedscapes in regards to watering as well and fixing of the wash aways in the yard. He will also get a quote for a sprinkler system for the township.

Hall repairs were discussed. Trustee Pung will speak with Gary Hengesbach on the following items:

1. Hand paper dispensers in both bathrooms.
2. Hall floor by the kitchen.

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1. Office carpet in office area.
2. Drop box outside the building.

Supervisor Trierweiler read Treasurer Smith’s resignation letter aloud. A vote was taken at 5 ayes, 0 nays to accept Treasurer Smith’s letter. Marvin Smith will stop office of Treasurer effective July 31, 2018 and he suggested the board to appoint Brent Benway as the new Treasurer. Trustee Fox made a motion to accept Treasurer Smith’s suggestion of having Mr. Benway take office effective August 1, 2018. Pung supported. A vote was taken at 5 ayes, 0 nays to accept Brent Benway as the newly appointed Treasurer effective August 1, 2018. Motions were carried.

Clerk Platte asked Michelle Barker to become her Deputy Clerk. A motion was made by Treasurer Smith to approve the suggestion of Mrs. Barker becoming Deputy Clerk effective today. Supported by Pung. Motion carried. Michelle was sworn into office.

Trustee Pung discussed his email to the township board of the new township marque and building sign. We would like the building sign to read Westphalia Township along with the address of 13950 W. Pratt Road, Westphalia, Michigan. Clerk Platte asked if this could be done prior to the August election so that persons not knowing exactly where the new hall building is located could locate it. Trustee Fox suggested that we look into Kinko’s banners that would establish the building location if we could not get a building sign before the election. Clerk Platte suggested asking Al Hengesbach Carpentry to see if they would do a sign for us.

Clerk Platte asked for the ok to put in a separate line for faxing instead of the distinguished ring tone we currently have. Trustee Fox made a motion to a have the designated fax at the township hall. Supported by Pung. Motion carried.

Clerk Platte discussed payroll being distributed prior to the following meeting when payroll is cut. This was tabled for the August meeting.

The Metro Act Right of Way Permit Extension was signed at today’s meeting.

Next scheduled meeting will be Monday August 13, 2018 at 6:00 p.m.

There being no further business, a motion to adjourn was made by Fox, supported by Pung at 7:31 p.m. Motion carried.

Respectfully submitted

Heather Platte, Clerk Francis Trierweiler, Supervisor