Westphalia Township

Regular Meeting August 13, 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 6:00 pm. Board members present were Supervisor Trierweiler, Trustee Fox, Trustee Pung, Treasurer Benway, Clerk Platte.

Guests: Dave Pohl

 Pete Preston

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

Treasurer Benway read the check amounts as checks presented from July 17, 2018 to August 13, 2018 to the board and also presented vouchers for payments pending. A motion to approve all checks , as well as the vouchers for payment, was made as read and seconded by Fox. There was no financial report provided. Motion carried.

Dave Pohl spoke about the mileage proposal passing county wide. The Health Department has been sampling the septic system outline, Montcalm, Gratiot, and Clinton counties. He spoke about the Michigan Indigent Defense Fund as well. This is a service the picks up legal fees for someone who cannot afford that. Eligibility begins October 1, 2018. There is a new cheese factory in St. Johns. Their board approved a contract with the City of Lansing.

Pete Preston – Board of Review had a meeting in July which there were five actions. His company completed the South East part of the village on residential. They will be working on Ag and new constructions. He also said there were a couple land divisions. Supervisor Trierweiler mentioned to Mr. Preston that Jerome Thelen had called him about a land division. Mr. Thelen said he went to the county already and thinks the land division stopped with Mr. Preston. Pete will check with Michelle on this as Mr. Thelen’s name did not ring a bell to him and will follow through on this. Pete also wanted to know what the Westphalia Township Board wanted to do in terms of land division applications. He will be emailing all applications to the supervisor and clerk of Westphalia Township.

Treasurer Benway brought up the possibility of purchasing up to six new voting booths. He did some investigation into these and found some on Ebay for a cost of $70.00 each. Trustee Pung made a motion to purchase six voting booths for the next election. Supported by Fox. Motion carried.

A discussion was had about the black drop box located on the Westphalia Fire Department building. Many people have been driving to the new township hall to drop taxes off, as well as election ballots, and there is not a drop box there. Treasurer Benway looked into this as well

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and handouts were given to each board member on the secure boxes he found at Home Depot. Clerk Platte will look into whether or not there needs to be separate secure deposit boxes for taxes and mail separately as well as another for the election. She will contact Michigan Bureau of Elections. A motion was made by Trustee Fox to purchase one secure box if not required by law to have ballots and other mail/taxes separated and if required by law to purchase two secure boxes. Supported by Pung. Motion carried. When the boxes get put up by the township hall, the black box at the fire hall will be removed.

A brief discussion was had in regards to a watering system at the hall. Supervisor Trierweiler to look into that.

Clerk Platte asked for blinds to be purchased for the township hall office area. She will look into the cost and report back at the September meeting. Trustee Fox mentioned to look into blinds that would block the heat in the summer and keep the cold out in the winter time as that seems more efficient.

The Pewamo-Westphalia football players are selling softener salt, $7.50 for a regular bag and $8.50 for the red out bags. Trustee Fox made a motion to order 12 bags of the red out from the PW football players. Supported by Pung. Motion carried.

Treasurer Benway wanted the board to know that he contacted BS&A in regards to taxes. He presented a handout with townships that use this program. If there was a symbol next to the county that meant that that county has a function on their BS&A program for title companies to view taxes of properties instead of having to call the treasurer always. There is a $2.00 fee to each title company. The cost to the township is free. He will be getting this added to our current software. He also stated that he talked with a representative from BS&A in the addition of accounts receivable, accounts payable, and payroll. That representative is to get a quote to Mr. Benway on a cost to start up for the Treasurer as well as Clerk to use and replace QuickBooks possibly.

A discussion was had about the township hall sign and marque. Gary Hengesbach emailed a quote from Michigan Graphics and Signs. Supervisor Trierweiler gave the go ahead to proceed.

1 4X8 ALUMACORE SIGN, 2 SIDED, WHITE VINYL POSTS **$1,200.00**

1 RECYCLED FRAME MESSAGE CENTER SIGN **$750.00**

Sales Tax 6.00% **$117.00**

**Total cost: $2,067.00**

PLEASE NOTE FREIGHT CHARGES WILL APPLY TO MESSAGE CENTER SIGN

All new board members are sworn in to their newly appointed positions.

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Westphalia Township will be hosting a meeting for the Clinton County Officers on Thursday, September 27, 2018 at 7:00 p.m.

Trustee Pung will get with Gary Hengesbach in regards to the malfunctioning of a door in the building as well as some maintenance issues needing to be addressed with the building.

Next scheduled meeting will be Monday September 10, 2018 at 6:00 p.m.

There being no further business, a motion to adjourn was made by Fox 7:16 p.m. and supported by Pung. Motion carried.

Respectfully submitted

Heather Platte, Clerk Francis Trierweiler, Supervisor