Westphalia Township

Regular Meeting September 10, 2018

FINAL 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: Office Nelson

Michelle Barker

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

Treasurer Benway read the check amounts as checks presented from August 14, 2018 to September 10, 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.

Officer Nelson reported many breaking and entries, twice in DeWitt today and a few in Westphalia within the last few weeks. These are happening during the daytime so please be aware of surroundings and if anything seems strange please call 9-1-1 to report. The Sheriff’s Department would rather come out and check on the information reported to be safe then have something happen and not have it reported. Office Nelson will be attending our meetings quarterly.

Treasurer Benway discussed the outdoor mailbox here at the new hall. He took pictures of where the box was to be placed and talked to the Postmaster in Westphalia, Mike. Mike informed Treasurer Benway that where the Board wanted to place the mailbox could not happen as it was dangerous to the mail drivers. Treasurer Benway discussed the discontinuation of the post office box, as well as the taking down of the black box on the fire department wall, and have boxes be put at the new hall. A motion was made by Trustee Pung to purchase two (2) secured mailboxes and posts with cement to not exceed $600.00. Trustee Fox supported. Motion was carried.

Township Hall Sign – Trustee Pung will contact Gary Hengesbach on the status of the sign. The board discussed what we would like the sign to say and established that we would like the following items:

1. Established year
2. Westphalia Township
3. Address
4. Background to be a light color to match the building
5. The letters to be black to stand out more

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Trustee Pung also stated that the hardware on the front entrance door will be fixed by Hengesbach Builders.

Clerk Platte discussed that Gary Hengesbach will have his installer wrap the pipes in the office area as well as the hall area that have been dripping due to humidity in the building. Schafer Heating and Cooling came to examine the humidity problem and said that the air conditioning needs to be placed on automatic fan instead of its current position of the fan running continually. This should help the problem of humidity.

The board made an amendment to Resolution #10 which was adopted on June 8, 2015 but was never signed. The amendment is Resolution #10 Amended and changes were to the per page rates. Any paper being 8 ½ x 11 needing to be copied will cost any requester now $0.15 per page as to the previous cost of $0.10 per page. Any paper/s exceeding that size will cost a requestor $0.25 per page. Trustee Pung made a motion to accept the FOIA Resolution #10 Amended. Fox supported. Motion was carried by a roll call vote, 5 ayes, 0 nays.

Clerk Platte discussed that the recycling program from Granger that Westphalia Township participates in with the Village of Westphalia will increase by $47.25 per quarter which will be split in half between both Township and Village. Motion was made to approve the pay increase and supported by Pung. Motion carried.

Clerk Platte discussed that Westphalia Township will be hosting the Clinton County Officers on September 27 @ 7:00 p.m. The township is responsible for setting up of the hall as well as providing cookies and drinks.

Treasurer Benway and Clerk Platte discussed briefly about BS&A software for the treasurer versus QuickBooks. BS&A was approximately $23,000.00 for start up and QuickBooks is approximately $470.00. Treasurer Benway will get a new QuickBooks license installed onto his computer. As of this point, BS&A software is not an option for the treasurer in terms of legers and finances.

Next scheduled meeting will be Monday October 8, 2018 at 6:00 p.m.

There being no further business, a motion to adjourn was made by Fox at 6:57 p.m. and supported by Pung. Motion carried.

Respectfully submitted

Heather Platte, Clerk Francis Trierweiler, Supervisor