Westphalia Township

Regular Meeting March 25, 2019

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 Buckley, and Clerk Platte.

Guests: Phil Gensterblum

Randy Bengel

Jeff Platte

A motion was made by Fox supported by Pung to accept the minutes of the February 2019 regular meeting. 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, seconded by Fox. Motion carried.

Treasurer Buckley said that our account at Journey Bank will be maturing next month and we should decide what to do with that.

Phil Gensterblum, from the Portland Fire Department, talked about smart bracelets from Endlessid.com. These bracelets are informational bracelets that people can purchase from him at a cost of $50.00 per bracelet, but he is willing to give a discount of 20%. These bracelets contain information on a person anywhere from your age, medications, health issues, contact person/s. These bracelets have a chip in them and resemble a FitBit. When a person calls 911 and the ambulance arrives, the ambulance has a secure devise that they scan the bracelet chip and all the information is obtained for the EMTs. You enter the information on the computer or your smart phone. There is also a one year contract you can purchase as well for an additional $50.00. Please contact Mr. Gensterblum at (517)526-5328 (call or text) or email is:  [phil0816@icloud.com](mailto:phil0816@icloud.com).

Randy Bengel, Fire Chief, discussed the fire department’s wish list for the upcoming fiscal year.

Jeff Platte was in attendance to give an estimate to the board for fixing the roots/dips in the township lawn. His bid included labor, as well as estimates for soil and seed. The bid was for $814.00. 20 yards of soil at a cost of $500.00 from Miller Sand and Gravel. One bag of lawn seed from Westphalia Milling Company. Mr. Platte asked that the township pay directly Millers and Westphalia Milling due to our tax exempt I.D. to save the township some money. Trustee Pung made a motion to approve the root repairs as written. Supported by Fox. Motion carried. Clerk Platte removed herself from the voting due to a conflict of interest.

Mr. Platte also presented a bid for mowing the yard at the township hall. This bid included mowing, trimming, blowing off grass on driveway, watering of the yard, and fertilizing the yard four times a year. The fertilizing must be purchased by the township. The bid was written for a five year contract beginning July 24, 2019 through July 24, 2024. Trustee Fox asked if Mr. Platte would re-write his proposal for ending in December 2024. Mr. Platte will do. Trustee Pung made a motion to approve the five year contact with the inclusion of ending in December 2024. Supported by Fox. Motion carried. Clerk Platte again omitted herself from the vote due to a conflict of interest.

Clerk Platte discussed the quote from Westphalia Telephone Company on a new phone system for the township hall. There were a few questions from the board members on additional charges that they asked Clerk Platte to contact Mike at Westphalia Telephone to clarify. This will be readdressed at the April 2019 meeting.

Trustee Fox presented a VISA policy to the board, via email, that was discussed at the meeting. Clerk Platte mentioned that the Treasurer is the administrator of our credit card and the reflection should be made from clerk

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to Treasurer on this policy. A credit limit of $750.00 per card was also administered. Trustee Pung made a motion to adopt Resolution 19-3 WESTPHALIA TOWNSHIP CREDIT CARD USE with the above corrections. Fox supported. Motion carried.

Pung addressed the newly revised hall policy. Clerk Platte to forward to the township internet support to be uploaded to our website.

Supervisor Trierweiler discussed an on-line deed search that was presented to him from the County Clerk’s office. Currently our assessor, Pete Preston, has access to this. Trierweiler asked Treasurer Buckley to try this and we’d talk more about it at our April 2019 meeting.

RESOLUTION #19-4 -- Be it resolved that the books for the General Fund and Special Revenue Fire Department Fund for the Fiscal Year 2018-2019 to be officially closed. A roll call vote was taken Ayes five (5) Nays zero (0) motion carried.

The following Resolutions concerning business for the General Fund and Special Revenue Fire Department Fund for the Fiscal Year 2019-2020 were proposed by Fox, supported by Pung.

RESOLUTION #19-5-- Be it resolved that the 2019-2020 Fiscal Year Budget for the General Fund be adopted. A roll call vote was taken Ayes five (5) Nays zero (0) motion carried.

RESOLUTION #19-6-- Be it resolved that the 2019-2020 Fiscal Year Budget for the Special Revenue Fire Department Fund be adopted. A roll call vote was taken Ayes five (5) Nays zero (0) motion carried.

RESOLUTION #19-7-- Be it hereby resolved that the proposed budgets be formally adopted and that the Resolution be designated as the Appropriation Act. A roll call vote was taken Ayes five (5) Nays zero (0) motion carried.

RESOLUTION #19-8 -- Be it resolved to reopen the General Fund and Special Revenue Fire Department Fund books for the Fiscal Year 2019- 2020. A roll call vote was taken Ayes five (5) Nays zero (0) motion carried.

RESOLUTION #19-9 -- Be it resolved that the Union Bank-Westphalia Branch and Portland Federal Credit Union-Westphalia Branch be the depositories for all Township Funds received by the Township Treasurer and the Township Treasurer is hereby directed to deposit all Township Funds in said depositories. A roll call vote was taken Ayes five (5) Nays zero (0) motion carried.

RESOLUTION #19-10 – Be it resolved that the Union Bank-Westphalia Branch, Portland Federal Credit Union-Westphalia Branch, and Journey Bank-Fowler Branch, Independent Bank South MI-Portland Branch, Flagstar Bank, and Eaton Federal be institutes for the purpose of purchasing CD’s for the Township General Fund, and Special Revenue Fire Department Fund. A roll call vote was taken Ayes five (5) Nays zero (0) motion carried.

Dates for the 2019-2020 meetings were established and time frame kept at 6:00 p.m.

April 8, 2019 October 14, 2019

May 13, 2019 November 11, 2019

June 10, 2019 December 9, 2019

July 8, 2019 January 13, 2020

August 12, 2019 February 10, 2020

September 9, 2019 March 30, 2020

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Next scheduled meeting will be Monday, April 8, 2019 at 6:00 p.m.

There being no further business, a motion to adjourn was made by Pung, supported by Fox at 10:09 p.m. Motion carried.

Respectfully submitted

Heather Platte, clerk Francis Trierweiler, Supervisor