Westphalia Township

Regular Meeting March 30, 2020

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 Buckley, and Clerk Platte.

Guests: None

A motion was made by Pung supported by Fox to accept the minutes of the February 2020 regular meeting with the exception of making a recommendation of a conversation had with Eric Smith from Maner Costerisan in regards to having the clerk and treasurer having one QB ledger with each having special limitations to maintain separate ledgers but maintaining one QB account. 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. She also mentioned that we have some CD coming due in May. Treasurer Buckley was given permission to move the CDs if needed. Motion carried.

RESOLUTION #20-3: The following resolution was offered by Trustee Pung and supported by Trustee Fox. WHEREAS, a budget was adopted on March 30, 2020 to govern the receipts and expenditures of various Township funds for the next fiscal year of the township, and WHEREAS, as a result of unanticipated cost, it is necessary to modify the aforesaid budget, and NOW THEREFORE BE IT RESOLVED, that the aforesaid budget be modified as follows:

GENERAL FUND:

Drains from $6000.00 to $27,683.45

Elections from $3000.00 to $3692.37

General Fund from $36,000.00 to $49,851.82

Township hall from $15,000.00 to $20,852.81

Total tax due other government from $0.00 to $12.25

Reduced highway from $175,000.00 to $132,907.30 and disbursed funds to above lines.

FIRE DEPARTMENT:

Total Insurance and dues spent from $15,000.00 to $18,000.00

Payroll spent from $38,000.00 to $68,000.00

Tax due other government from $0.00 to $500.00

Reduced maintenance from $50,000.00 to $16,500.00 and disbursed funds to above lines.

Upon a roll call vote, the following voted:

Ayes (5) Trustee Fox

 Trustee Pung

 Supervisor Trierweiler

 Treasurer Buckley

 Clerk Platte

Nays (0).

RESOLUTION #20-3 IS DECLARED ADOPTED.

RESOLUTION #20-4 -- Be it resolved that the books for the General Fund and Special Revenue Fire Department Fund for the Fiscal Year 2019-2020 to be officially closed. A roll call vote was taken:

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Ayes (5) Trustee Fox

 Trustee Pung

 Supervisor Trierweiler

 Treasurer Buckley

 Clerk Platte

Nays (0).

RESOLUTION #20-4 IS DECLARED ADOPTED.

The following Resolutions concerning business for the General Fund and Special Revenue Fire Department Fund for the Fiscal Year 2020-2021 were proposed by Supervisor Trierweiler , supported by Fox.

RESOLUTION #20-5-- Be it resolved that the 2020-2021 Fiscal Year Budget for the General Fund be adopted. A roll call vote was taken:

Ayes (5) Trustee Fox

 Trustee Pung

 Supervisor Trierweiler

 Treasurer Buckley

 Clerk Platte

Nays (0).

RESOLUTION #20-5 IS DECLARED ADOPTED.

RESOLUTION #20-6-- Be it resolved that the 2020-2021 Fiscal Year Budget for the Special Revenue Fire Department Fund be adopted. A roll call vote was taken :

Ayes (5) Trustee Fox

 Trustee Pung

 Supervisor Trierweiler

 Treasurer Buckley

 Clerk Platte

Nays (0).

RESOLUTION #20-6 IS DECLARED ADOPTED.

RESOLUTION #20-7-- 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 (5) Trustee Fox

 Trustee Pung

 Supervisor Trierweiler

 Treasurer Buckley

 Clerk Platte

Nays (0).

RESOLUTION #20-7 IS DECLARED ADOPTED.

RESOLUTION #20-8 -- Be it resolved to reopen the General Fund and Special Revenue Fire Department Fund books for the Fiscal Year 2020- 2021. A roll call vote was taken:

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Ayes (5) Trustee Fox

 Trustee Pung

 Supervisor Trierweiler

 Treasurer Buckley

 Clerk Platte

Nays (0).

RESOLUTION #20-8 IS DECLARED ADOPTED.

RESOLUTION #20-9 -- 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 (5) Trustee Fox

 Trustee Pung

 Supervisor Trierweiler

 Treasurer Buckley

 Clerk Platte

Nays (0).

RESOLUTION #20-9 IS DECLARED ADOPTED.

RESOLUTION #20-10 – 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 (5) Trustee Fox

 Trustee Pung

 Supervisor Trierweiler

 Treasurer Buckley

 Clerk Platte

Nays (0).

RESOLUTION #20-10 IS DECLARED ADOPTED.

Dates for the 2020-2021 meetings were established with time to stay the same at 6:00 p.m.

April COVID-19 CLOSURE October 12, 2020

May 11, 2020 November 9, 2020

June 8, 2020 December 14, 2020

July 13, 2020 January 11, 2021

August 10, 2020 February 8, 2021

September 14, 2020 March 31, 2021 – BUDGET (WEDNESDAY)

Trustee Fox made a motion to accept the meeting dates listed for the fiscal year 2020-2021 as listed above. Trustee Pung seconded. Motion carried

Supervisor Trierweiler appointed Troy Thelen as Deputy Supervisor.

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Clerk Platte appointed Alyssa Platte to be Deputy Clerk.

Treasurer Buckley mentioned that Deputy Treasurer Smith will remain.

Due to the COVID-19 virus, the Westphalia Township WILL NOT be hosting an April 2020 meeting.

Next scheduled meeting will be May 11, 2020 @ 6:00 p.m.

There being no further business, a motion to adjourn was made by Pung, supported by Fox at 7:21 p.m. Motion carried.

Respectfully submitted

Heather Platte, Clerk Francis Trierweiler, Supervisor