Westphalia Township

Regular Meeting August 7, 2023

FINAL MINUTES

13950 Pratt Road, Westphalia MI, 48894

Supervisor Thelen called the meeting to order with the Pledge of Allegiance to the Flag at 6:00 p.m. Board members present were Supervisor Thelen, Trustee Barker, Trustee Thelen, Treasurer Buckley, and Clerk Platte.

GUESTS: Officer Nelson & Randy Bengel

A motion was made by Supervisor Thelen, supported by Barker, to accept the minutes from July 10, 2023. Motion carried.

Supervisor Thelen made a motion to approve the August meeting agenda, Buckley supported. But to add Portland Ambulance contract and Pohl Oil contract. 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 as well as bills presented for the General and FD funds, seconded by Supervisor Thelen. Motion carried.

County Commissioner Dave Pohl was not in attendance but did send over monthly notes. Please see attached.

Portland Ambulance Agreement was signed into place with a cost of $30,420.00 per year. Supervisor Thelen made a motion for Westphalia Township to be entered into the agreement with Portland Area Ambulance beginning July 1, 2023 ending June 30, 2024. Seconded by Barker. Motion carried.

Metro Act Right of Way Permit Extension was signed today as well with the extension going to December 31, 2028. Clerk Platte to mail contract to AT&T.

Supervisor Thelen asked Officer Nelson if the police department would ever be interested in doing an active shooter training in schools/businesses around the Westphalia area. He said he was sure they would do this but needs to have coordination for this event.

Supervisor Thelen discussed the updates on the fire barn. The concrete floors have been torn out and the heated floors are being installation. He also stated that the concrete should begin later this week.

Supervisor Thelen made a motion to enter into the Pohl Oil Cap Fee contract. Buckley supported. Motion carried.

Supervisor Thelen discussed the meetings he has been attending on wind/solar energy.

Supervisor Thelen mentioned the Village of Westphalia’s Planning Commission is trying to write a grant for the renovation of Droste Park. The Village of Westphalia had asked if Westphalia Township would support this with a monetary donation being that the park is within the township limits. The Village of Westphalia asked if we would be willing to help pay for a grant contractor that they want to hire to write the grant which is needed for this funding. This amount to hire this contractor would be in the area of $15,000.00 to $20,000.00.

The fire chief had a flyer on Clerk Platte’s desk to be submitted for payment for the four new firefighters to attend MRF classes, beginning September 12, 2023 ending November 18, 2023. The cost is $800.00 per man. The board agreed to send the four new firefighters to this training.

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Buckley asked about the FD doing invoicing and where that stands as she was under the impression no invoicing has been sent out. She asked if we need to take the invoicing back or show the fire department how to do it. Chief Bengel said they are working on this and he and Supervisor Thelen will get together in this regards.

Clerk Platte brought up that in January Supervisor Thelen signed an agreement for terrorism insurance coverage but never acknowledged whether or not the township declined or accepted the policy. Clerk Platte mentioned that Shari, from BHS, had tried contacting Supervisor Thelen in this regards. Supervisor Thelen signed the agreement at the meeting and declined as the new contract for 2024 should be coming out in December 2023. Clerk Platte to send to form to Shari at BHS.

Clerk Platte explained to the board of the new findings from her meeting at the Courthouse on the new election 9 day in-person voting. She suggested that the Westphalia Township sign an agreement with the county for combining precincts for this. She explained the estimated costs of this 9 day in-person voting agreement from the county and reiterated that the totals are just estimates from the county as of now. The board has agreed to enter into the contract once available.

Clerk Platte asked the board if she could consolidate with Eagle Township for the November 7, 2023 Eaton County RESA election. A consolidation request was drafted by Clerk Platte and presented to the board for approval. The board approved the consolidation with Eagle. Clerk Platte to send request to county.

Clerk Platte also discussed upcoming election costs in which she would like to purchase some smaller tables for election day, as well as crowd control stanchions. This would help with the crowd not gathering into the hallway on election day, as well as keep them out of the polling area when voters are voting. Clerk Platte also asked for the purchase of new election ballot bags. For the upcoming elections, the green AV envelopes can be used up but the purchase of purple envelopes, with the business reply notice on them, need to be purchased when the green ones are depleted. Also, there are new envelopes that need to be used for the return of AV ballot applications. This will also have prepaid postage on for voters. Clerk Platte made a motion to approve spending no more then $1500.00 for election supplies at this time. Seconded by Buckley. Motion carried.

Clerk Platte made mention that the township audit was performed today and the auditor stated all looks good except that the Board of Review minutes are needed from April 1, 2022 to March 31, 2023. Steve sent Supervisor Thelen an email today in this regards.

Next scheduled meeting has been moved to Monday, September 4, 2023 @ 6:00 p.m. (This is a changed date)

There being no further business, a motion to adjourn was made by Buckley, supported by Barker at 6:58 p.m. Motion carried.

Respectfully submitted

Heather Platte, Clerk Troy Thelen, Supervisor