Westphalia Township

BUDGET MEETING March 11, 2024

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 pm. Board members present were Supervisor Thelen, Trustee Barker, Trustee Thelen, and Treasurer Buckley.

ABSENT: Clerk Platte

**RESOLUTION #24-1:** The following resolution was offered by Buckley and supported by Barker. WHEREAS, a budget was adopted on March 11, 2024 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:

Move $5000.00 from Donations

Move $3000.00 from Culverts

Add $6000.00 to Drains at Large

Add $1500.00 to Portland Ambulance

Add $500.00 to Election Pay

FIRE DEPARTMENT:

Move $4500.00 from Equipment

Add $4500.00 to Liability Insurance

Upon a roll call vote, the following voted:

Ayes (4) Trustee Barker

Supervisor Thelen

Treasurer Buckley

Trustee Thelen

Nays (0).

RESOLUTION #24-1 IS DECLARED ADOPTED.

**RESOLUTION #24-2:** Be it resolved that the books for the General Fund and Special Revenue Fire Department Fund for the Fiscal Year 2023-2024 to be officially closed. A roll call vote was taken:

Ayes (4) Trustee Barker

Supervisor Thelen

Treasurer Buckley

Trustee Thelen

Nays (0).

RESOLUTION #24-2 IS DECLARED ADOPTED.

The following Resolutions concerning business for the General Fund and Special Revenue Fire Department Fund for the Fiscal Year 2024-2025 were proposed by Buckley, supported by T. Thelen.

Westphalia Township – Budget Meeting

March 11, 2024

FINAL – Page 2 of 4

**RESOLUTION #24-3:** Be it resolved that the 2024-2025 Fiscal Year Budget for the General Fund be adopted. A roll call vote was taken:

Ayes (4) Trustee Barker

Supervisor Thelen

Treasurer Buckley

Trustee Thelen

Nays (0).

RESOLUTION #24-3 IS DECLARED ADOPTED.

**RESOLUTION #24-4:** Be it resolved that the 2024-2025 Fiscal Year Budget for the Special Revenue Fire Department Fund be adopted. A roll call vote was taken:

Ayes (4) Trustee Barker

Supervisor Thelen

Treasurer Buckley

Trustee Thelen

Nays (0).

RESOLUTION #24-4 IS DECLARED ADOPTED.

**RESOLUTION #24-5:** 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 (4) Trustee Barker

Supervisor Thelen

Treasurer Buckley

Trustee Thelen

Nays (0).

RESOLUTION #24-5 IS DECLARED ADOPTED.

**RESOLUTION #24-6:** Be it resolved to reopen the General Fund and Special Revenue Fire Department Fund books for the Fiscal Year 2024- 2025. A roll call vote was taken:

Ayes (4) Trustee Barker

Supervisor Thelen

Treasurer Buckley

Trustee Thelen

Nays (0).

RESOLUTION #24-6 IS DECLARED ADOPTED.

Westphalia Township – Budget Meeting

March 11, 2024

FINAL - Page 3 of 4

**RESOLUTION #24-7:** Be it resolved that the Union Bank-Westphalia Branch be the depository 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 (4) Trustee Barker

Supervisor Thelen

Treasurer Buckley

Trustee Thelen

Nays (0).

RESOLUTION #24-7 IS DECLARED ADOPTED.

**RESOLUTION #24-8:** Be it resolved that the Union Bank-Westphalia Branch, Portland Federal Credit Union-Westphalia Branch, and Independent Bank South MI-Portland Branch 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 (4) Trustee Barker

Supervisor Thelen

Treasurer Buckley

Trustee Thelen

Nays (0).

RESOLUTION #24-8 IS DECLARED ADOPTED.

Dates for the 2024-2025 meetings were established with time to stay the same at 6:00 p.m. but monthly meetings to be moved to the first Monday of each month, with a few exceptions due to holidays (as noted below):

April 1, 2024 October 7, 2024

May 6, 2024 November 11, 2024 (2nd Monday)

June 3, 2024 December 2, 2024

July 8, 2024 January 6, 2025

August 5, 2024 February 3, 2025

September 9, 2024 (2nd Monday) March 3, 2025

March 31, 2025 – BUDGET MEETING

Treasurer Buckley made a motion to accept the meeting dates listed for the fiscal year 2024-2025 as listed above. T. Thelen seconded. Motion carried

Supervisor Thelen will maintain Frank Trierweiler as Deputy Supervisor.

Clerk Platte will maintain Alyssa Hanses as Deputy Clerk.

Treasurer Buckley will maintain Marvin Smith as Deputy Treasurer.

Westphalia Township – Budget Meeting

March 11, 2024

FINAL - Page 4 of 4

Next scheduled meeting will be April 1, 2024 @ 6:00 p.m.

There being no further business, a motion to adjourn was made by Buckley supported by Trustee Thelen at 7:00 p.m. Motion carried.

Respectfully submitted

Vicki Buckley, Treasurer Troy Thelen, Supervisor