Westphalia Township

Regular Meeting July 12, 2021

DRAFT 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, Treasurer Buckley, Trustee Thelen and Clerk Platte.

Absent: Trustee Pung

Guests: Randy Bengel

 Dave Pohl

 Dan & Christine Hagan

A motion was made by Buckley supported by A. Thelen to accept the minutes from June 7, 2021. 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 T. Thelen. Motion carried.

Dave Pohl, from the County Commissioner’s Office, talked about the county’s emergency declaration allowing any unit that has concerns for an employee to remain on Zoom and that he anticipates this ending the end of July. Pensions are in good shape. Had a meeting with the Road Commission manager in regards to the building. The facility needs an upgrade and the cost would be around $15 million. Waste Management is having a scrap tire rally but will not take tractor tires. Clean Community is set for 10/16/21 at the Wood Street site. County Treasurer had been waiving delinquent dog license fees but he anticipates this ending by the end of September.

Dan & Christine Hagan were at the meeting to discuss an incident that occurred with their daughter at a graduation party at the township hall. Somehow one of the covers from the septic system had the flipped over and their daughter fell in. Christine explained to the board what happened from their point of view and that it was traumatizing to all that were involved. The township has a fix in place. Trustee Thelen spoke to Etna Supply about the issue and a new cover, as well as a child catcher put inside the tube, will be purchased. The board discussed the situation further after the Hagan’s left the meeting and we decided to place child catchers in all three wells. A motion was made by T. Thelen to replace the one defected cover as well as purchase three child catchers for the septic tanks. Buckley supported. Motion was carried.

Randy Bengel – Michigan First Responder training will be scheduled for some of our new firemen. There is a radio schooling coming up and Travis Pohl has offered to attend these classes for the firemen and will come back and train them. Payroll for the fire department was discussed as the firemen do not want to be paid monthly.

Supervisor Thelen talked a grant for the township in relation to COVID. The township looks to be getting $153,000.00 which would be divided into two years. Submission for the application deadline is July 27, 2021. The funds will need to be allocated before 2024 and spending needs to be before the end of 2026. Supervisor Thelen and Treasurer Buckley will be working on the application as well as information that is needed from QuickBooks.

Supervisor Thelen contacted Schafer Heating in Pewamo to see if they would be interested in doing a maintenance schedule with the township. Mike, from Schafer Heating, agreed that this would be something his company could handle. Cost $100.00 per year and if there are any needed supplies or fixings that would be an extra cost.

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Clerk Platte wondered the status of payment for Jim Pohl’s previous submission of an invoice for removal of snow. Supervisor Thelen said that he had spoken with Mr. Pohl and they are getting that invoice around to be paid. Mr. Pohl will be getting the invoice to Supervisor Thelen and he will get it to the office for payment.

Clerk Platte talked about an invoice submitted by Hart, which is the county’s election machine provider. When the township agreed to purchase the equipment, the first five years there was no payment needed. Years six through ten would be payment and payments could either be paid yearly or in full. The township agreed to pay the invoice in full saving the township $400.00.

The township phones have been struck by a storm and have not been working for voice messages. Clerk Platte had spoken with Moss Communications and received some quotes for a new phone system. A motion was made by Supervisor Thelen to purchase the phones submitted by Moss Communications as presented by Clerk Platte at the meeting. Buckley seconded. Motion carried.

Clerk Platte brought to the boards attention that we needed to amend some line items for the 2020-2021 budget. Ambulance disbursement needs to be increased $4500.00. Audit needs to be increased $2000.00. Payroll expenses need to be increased $1200.00. Payroll taxes need to be increased $4500.00. Board of Review needs to be increased $200.00. The total budget increase for the general fund is $12,400.00. The fire department needs to have a $5000.00 increase to operations that will be taken from the maintenance fund as that is under budget. Supervisor Thelen made a motion that the increases outlined by Clerk Platte and recorded by Treasurer Buckley be made as is and that the funds for the general fund come from the highway line item as that is under budget and the fire department funds come from the maintenance line item and be transferred to operating. Trustee Thelen seconded. Motion carried.

Westphalia Township audit is scheduled for July 26 and 27.

Next scheduled meeting will be August 2, 2021 @ 6:00 p.m.

There being no further business, a motion to adjourn was made by Buckley supported by A. Thelen at 8:00 p.m. Motion carried.

Respectfully submitted

Heather Platte, Clerk Troy Thelen, Supervisor