

VILLAGE OF WESTPHALIA
COUNCIL MEETING
March 4, 2024

The meeting of the Westphalia Village Council was called to order by President Tim Fandel at 7:00 p.m. and opened with the Pledge of Allegiance given to the flag.

Council Members in Attendance:

Tim Fandel, President	Kevin Krzeminski	Phil Smith	Jim Pivarnik
David Boswell, Clerk	Bill Schmitt	Steve Miller	Tanner Droste

Minutes & Agenda: Member Krzeminski made the motion, supported by Member Schmitt, to approve the minutes of the previous meeting as presented and the Agenda for the March meeting, with changes. Motion carried.

Appointments: There were no appointments.

Guests: Guests in attendance included:

Alex Hanses, DPW Supervisor

Lieutenant Dan Spitzley, Clinton County Sherriff's Department

provided the Council with an overview of enforcement activity for the last month. The Council informed Lieutenant Spitzley that Cruise-In 2024 will take place on Thursday, June 13 and requested that the Sheriff's Department have deputies at the event during the times of highest attendance, as they have done for previous events.

Dave Pohl, Clinton County Commissioner:

provided the Council with an update of activities for Clinton County, including: approval of a Veteran's Treatment Court Program to serve veterans with a mentoring/counseling services, when needed; renewal of contracts with Granger for recycling, contracts for remonumentation and reestablishment of survey points within the County, and approval of building repairs at the County Fairgrounds.

Dean Schafer, local resident:

to request the Village's agreement to allow an addition to the length of the culvert along Grange Road, at the point where the Village accesses the lagoons and where the Schafer's property adjoins the Village's. A lengthening of the culvert and addition of gravel on the Schafer's property next to the access road will improve access for equipment to enter the property. The change has been approved by the Clinton County Road Commission. After discussion a motion to approve the request was made by Member Droste and supported by Member Schmitt. Motion carried.

Water: DPW Supervisor Hanses provided the Council with an update, which included:

- Work on the Water Main Improvement Project is expected to resume on March 18. The project is expected to be completed in approximately 3 weeks. Work will involve replacement of water main on Chestnut Street and regrading and seeding lawns disturbed during the project, as needed.
- Estimates for repairs on the Water tower pressure vacuum vent were reviewed.

Discussion continued regarding a process to address delinquent water bills. Council will gather additional information and develop a process to address delinquent water bills that will result in financial penalties as well as shut-off of water service.

Sewer: Lift station pumps were recently pulled and serviced. The lift station at Droste Park was partially plugged with tree roots. DPW will develop a priority list of sections of the sewer that should be relined and recommend a plan for how to proceed with the project.

Improvements to the storm sewer along Chestnut Street will be made in conjunction with the water main improvements in that area.

Financial: Expenditures made during the previous month were presented and reviewed. A motion to approve all invoices was made by Member Schmitt and supported by Member Droste. Motion carried.

President Fandel presented information from MERS regarding the Villages pension program and considerations for future funding of the program. Council will review the Annual Valuation of the plan at its April meeting.

Council reviewed a proposal for audit services from Gabridge & Company. The proposal provides all services required by the Village. Member Smith made a motion, supported by Member Pivarnik, to approve the proposal. Motion carried.

Planning Commission: The Planning Commission continues its evaluation of improvements at Droste Park. A sub-committee has been formed to work on the project between meetings and to bring feedback and recommendations to the Planning Commission. A template for a survey, to obtain feedback from Village and Township residents, has been developed. Once finalized, the survey will be distributed to residents.

Discussion was held regarding Cruise-In 2024, which will take place on Thursday, June 13, 2024. This will be the Village's 20th Cruise-In.

The next Planning Commission meeting will be held on Monday, April 1, 2024, at 6:00 pm.

Building & Zoning:

Member Pivarnik presented Application for Plot Plan Approval #24-003, for an addition to an existing accessory building at 505 S. Westphalia Street. The proposed structure does not meet the current zoning requirements for setback and size. A motion was made by Member Smith, supported by Member Krzeminski, to deny the application. Motion carried.

Member Pivarnik presented Application for Plot Plan Approval #24-004 for a new home at 420 Bierstetel Circle. The proposed structure meets zoning requirements. Member Pivarnik made a motion, supported by Member Droste, to approve the application. Motion carried.

Member Pivarnik presented Application for Zoning Variance # ZV-24-001 for an addition to an existing accessory building at 505 S. Westphalia Street. (See above.) The application will be forwarded to the Zoning Board of Appeals. (Subsequent to the Village Council meeting, the Zoning Board of Appeals has scheduled a meeting to review the request. The Zoning Board of Appeals will meet on Tuesday, April 2, 2024 at 6:00 pm.)

Streets: Alex Hanses, DPW Supervisor, presented the Council with a plan for having chip seal applied to the streets within the Village where the impact would be the greatest. Council reviewed the recommendation, and a motion was made by Member Pivarnik, supported by Member Krzeminski, to approve the proposal. Motion carried.

DPW Supervisor Hanses made a recommendation to the Council to use an outside vendor for street sweeping services. The use of a firm specializing in street sweeping would reduce the cost of manpower and equipment for the Village.

Community Service: With Spring weather and rains on their way wet and muddy conditions can be expected. Please be respectful of local businesses and residents as you enter their buildings and remove as much mud and debris from your shoes and boots as possible. Thank you.

Parks and Recreation: Discussions continue regarding the potential upgrades to the facilities at Droste Park. Please refer to the summary under "Planning Commission".

Administrative Issues: The Village is in the process of developing/updating its personnel policy to clarify requirements, duties, and benefits of Village employees.

Discussion continues regarding the benefits that the Village and residents would receive from the installation of security cameras at various locations throughout the Village. Recent occurrences within the Village that may have benefitted by having cameras in place include:

- Intentional damage to a streetlight
- The recent flipping of a golf cart on Village property

Next Council Meeting: Regular Meeting: Monday, April 1, 2024, at 7:00 p.m.

Adjournment: Motion to adjourn made by Member Smith, supported by Member Pivarnik. Motion carried.