

**VILLAGE OF WESTPHALIA**  
**COUNCIL MEETING**  
*April 1, 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 Smith made the motion, supported by Member Droste, to approve the minutes of the previous meeting as presented and the Agenda for the April meeting, with changes. Motion carried.

**Appointments:** There were no appointments.

**Guests:** Guests in attendance included:

Alex Hanses, DPW Supervisor

Scott Platte, Village DPW

Dave Pohl, Clinton County Commissioner:

provided the Council with an update of activities for Clinton County, including: approval of a millage for Clinton Area Transit Service; receipt of a grant to provide fiber optic broadband to unserved and underserved homes, farms and businesses; approval to replace the boiler in the courthouse; update to the County's solar energy ordinance; approval to add dispatchers for training in anticipation of pending retirements; renewal of the County Health Care plan.

**Water:** DPW Supervisor Hanses provided the Council with an update on the water main improvement project, which included:

- Installation of the water main and all hook-ups have been completed.
- Yard restoration is in progress will be completed.
- New fire hydrants are being brought online.

Delinquent water bills: the Village continues to review information on delinquent water bill processes, including policies of other municipalities. The Village will finalize and implement its policy soon.

**Sewer:** Village DPW is evaluating the sanitary sewer system and prioritizing portions of the system for relining. No time frame has been set for beginning the process.

Initial payment to the Clinton County Drain Commission for the installation of the relief drain for the Thome and Wieber drain was made. Payments will be made on an annual basis through April 2028.

**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 Smith. Motion carried.

Pay Applications No. 8 and No. 9, from Nashville Construction for work performed on the water main improvement project, were presented and reviewed. A motion was made by Member Schmitt, supported by Member Droste, to approve the applications. Motion carried.

Copies of the annual actuarial valuation of the Village's defined benefit retirement plan, administered through MERS, were distributed for council member review. Discussions of the status of funding of the plan and future funding will continue at the next meeting.

**Building & Zoning:**

Member Pivarnik presented Application for Plot Plan Approval #24-005 for the addition of a roof to an existing porch at 416 S. Westphalia Street. The proposed structure meets zoning requirements. Member Pivarnik made a motion, supported by Member Miller, to approve the application. Motion carried.

Member Pivarnik presented Application for Plot Plan Approval #24-006 for an accessory building at 201 Hickory Lane. 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 Plot Plan Approval #24-007 for an accessory building at 413 Harwood Drive. The proposed structure meets zoning requirements. Member Pivarnik made a motion, supported by Member Droste, to approve the application. Motion carried.

**Streets:** The Village is working with Clinton County Road Commission on the storage of chip seal material. This will result in cost and logistical advantages for the Village as chip seal work is completed within the Village.

Village DPW is working with Clinton County Road Commission to evaluate deterioration of areas of main streets within the Village and how the issues may be addressed.

**Community Service:** On multiple occasions recycling materials have been dropped off at the recycling site after the containers have been removed by Granger and between recycling dates. Please do not leave your recycling at the site if the containers are full or if the containers are not there. Abuse of the recycling site may result in the discontinuation of recycling within the Village.

Please note, materials stored behind the DPW building and at the base of the water tower are for DPW and contractor use only. Taking of materials for personal use is prohibited.

The Village is reviewing its contract with Portland Ambulance. The cost of ambulance service has increased by 50%, with smaller increases planned over the next two years. Council did not approve the new contract with Portland Ambulance and may consider other service providers.

**Planning Commission:** The Planning Commission continues its evaluation of improvements at Droste Park. The park subcommittee is finalizing a survey to obtain feedback from Village and Township residents. The survey will be distributed so that responses can be received prior to an upcoming Planning Commission meeting. Residents are invited to attend Planning Commission meetings to ask questions and provide feedback. The Planning Commission meets the first Monday of each month at 6:00 pm. (Planning Commission meetings are not held in July or September.)

Planning continues for Cruise-In 2024, which will take place on Thursday, June 13, 2024.

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

**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:** Discussion continues regarding the benefits that the Village and residents would receive from the installation of security cameras at various locations throughout the Village. Updated proposals will be requested from vendors and a vendor will be selected at an upcoming meeting.

The Village reviewed two proposals from its technology provider, Lehman Wesley.

- Proposal for software and equipment to facilitate Council members attending meetings remotely. Proposal tabled for future consideration.
- Proposal for a new desktop computer, a laptop computer, and accessory hardware to improve functionality of the current system and to allow remote access and functionality. The decision was made to not upgrade the current desktop system unless necessary and to purchase a laptop and accessories to allow remote access.

**Next Council Meeting:** Regular Meeting: Monday, May 6, 2024, at 7:00 p.m.

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