

Westfield Township Board of Trustees

May 2, 2016 regular meeting continuation on
May 5, 2016 @ 10:15 am

Roll Call; Trustee Likley, Trustee Thombs, Trustee Schmidt

Trustee Thombs:

Aetna Health Insurance has not been informed that the Board was renewing the coverage policy as today. F.O. will contact Jim Organ to notify. We should receive premium invoice by our next meeting as renewal date is June 1.

Anthem Life Insurance concerns, Thombs contacted Karen Tabeling regarding the missed premium payments for this coverage. It was identified that several premium payments were in fact not paid. Needed premium payments up to and thru May are in tonight's payment listing.

Bureau of Workers Comp, communication from Care Works Comp is our BWC administrator, it was discussed and determined that no action was require to continue this service.

Trustee Schmidt made a motion to approve the payment listing as presented totaling \$7,757.55; seconded by Thombs. Roll call: unanimous.

Communication- Home Builders Association about signage being placed in our community regarding the upcoming Parade of Homes. No zoning issue identified.

Temporary advertising signage in our area will be reviewed for zoning compliance and will be communicated to those business owner. Trustee Likley will review.

Trustee Likley asked if we could review the recently received financial information, Certificate of Resources and appropriations.

The Certificate of Resources shows: General Fund Total \$ 483,643.51, a Special Revenue Fund total \$456,814.76 providing a total for appropriations of \$939.058.27.

It was questioned why there was \$30,268.05 encumbered from 2015 and what efforts could be taken release. These encumbrances are because not all of the 2015 purchase orders were not zeroed or cleared for the year and are not able to be cleared until year-end 2016.

Fiscal Office Zweifel informed us that her assistant Diana Kemp has resigned her position effective immediately.

Fiscal Officer Zweifel then submitted her letter of resignation effective May 19, 2016 or until replacement can be found. She stated a copy will be provided to the Board of Elections. A copy of the resignations will be placed in the record.

The Board thanked Kathy for her efforts and her service to the township and the office.

It was agreed that any further review of appropriations, or fund status, pooled investments would be done at our next meeting.

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Trustee Likley made motion to adjourn; seconded by Trustee Thombs,

Roll call, unanimous.

Date approved: May 16, 2016

Trustee Michael Schmidt, Chair

Trustee James Likley

Trustee William Thombs