

**Webber Township  
Finance Committee  
Minutes  
4/10/2024**

**Attendance:** Kelly McCune Dan Cousar Deb Hanes Pat Williams

**Bills paid from Previous Finance Meeting To Date:**

Refer to QB report attached.

**Discussion Items:**

Pat discussed petty cash issues. Fund balance has been increasing for some reason. She has transferred \$300 from petty cash to the Tax Fund. Believes customer Tax bill receipts may not be included with payment when making multiple payment. Currently only way to correct is if a resident comes in claiming they didn't get credit for a payment. At that point their payment would be applied to their tax account. It was suggested a register should be used to document every payment with name and dollar amount. This should eliminate this issue. Pat did make up a register and presented it to the Finance Committee for review.

Discussed a lien payment and agreement. Not a Tax Lien. Payments will be noticed with an identifier going forward for clarity.

Discussed ZA mileage and whether Township truck should be used. Will do some research to determine if ZA should be using our truck or if it would be best to sell the truck and provide a monthly Personal Vehicle Use stipend to ZA instead. This matter will be brought before the board in the future.

There was an error made on the recent payment to Consumers Energy resulting in an overpayment of \$6300.00. It was confirmed this was a typo. The Clerk took full responsibility for the error. Nikki contacted Consumers and they will refund the

overpayment once the payment is posted. Going forward the Clerk will implement a cross check method for all payment approval.

**Bills To Be Paid:**  
**Discussion Items:**

**Approval to Pay Bills:** Motion to Approve Bills made by Kelly with support by Dan.

**Adjourned:** Motion to Adjourn made by Dan with support by Kelly. **12:15PM**

Respectfully Submitted,

Deborah L Hanes, Clerk