

WASHINGTON TOWNSHIP BOARD MEETING
November 12, 2019
HELD AT: WASHINGTON TOWNSHIP GOVERNMENT CENTER

Call To Order:

The meeting was called to order at 2:00pm followed by the Pledge of Allegiance.

Establishment Of A Quorum:

Shane Sommers, Amanda Babinec and Steve Blacketer were present. Also in attendance were Trustee Don Hodson, Deputy Trustee Britt Woodard, Township Department Heads, staff and members of the public.

Public Hearing For The Fire Department Protective Gear Lease:

Trustee Hodson advised that the Public Hearing for the Fire Department Protective Gear Lease had been properly advertised in *The Republican* and *The Indianapolis Star* as required. (Copies of the certification from both papers were included in the Board's packets.) The Public Hearing was opened at 2:01 PM by Board Chair Sommers. No one from the public spoke. The hearing was closed at 2:02 PM.

Regular Public Comments:

None

Consent Agenda:

Amanda Babinec made a motion to approve the October 8, 2019 minutes as presented, consented to acknowledge the claims report as presented, and acknowledged that the Board had reviewed the four October Credit Statements provided by the Trustee. Steve Blacketer seconded. **Motion carried 3-0.**

Department Reports: (see attached)

1. Township Assistance- Trustee reviewed the report.
2. Human Resources- Director Aaron Vining reviewed his report.
3. Park and Recreation- Director Lora Helmick reviewed her report.
4. Fire- Chief Smith reviewed his report. He also made special recognition of Township Accounting Assistant Gail Perkins for her hard work and for her excellent handling of Britt Woodard's Administrator duties while she was on maternity leave. Chief also made special presentations to the following:
 - Aaron Vining- one year of service
 - Britt Woodard- one year of service
 - Chris Krahn- 20 years as a merit firefighter and 5 years as a volunteer fire fighter prior to that.

Old Business:

1. Station 141 Remodel Project Update:

Township Owner Rep Tom Walters with LINK Management reviewed the progress on the "Concrete Bay Floor" project. He also notified the Board that he felt that there would be sufficient interest from contractors to start another bid process for the St 141 Remodel Project. He stated that he would advertise the bid packet and process in both *The Republican* and *The Indianapolis Star* on November 21 and November 28. This would meet the state code on bidding that requires "two separate public notices in two different newspapers serving the area with (7) days apart and no later than (10) days before the deadline for the bids." He told the Board that the deadline for submitting the bids would be December 19, 2019. He asked the Board to hold a special to award the recommended bid, if one was selected. Trustee Hodson told the Board the only other business for that meeting would be a request for the Board to encumber the contracted price for the successful bid because the project is supposed to be funded from the 2019 Rainy Day Fund.

2. Training Ground Project Update:

Chief Smith advised the Board that at the October 28, 2019 Avon Planning Commission meeting the request to change the area parcel from one to two separate parcels to allow the 2.8 acres for the project was approved. The next steps were to do a "TAC Review" with the planning staff and then to submit the training ground layout and use to the Avon Planning Commission for final approval on January 27, 2020.

New Business:

1. Resolution 111219-01 Authorization To Do A Lease In The Amount Of \$275,000.

Trustee Hodson stated the public hearing requirement had been met earlier in the meeting and mentioned that the lease would be paid over six years from the Fire Cumulative Fund. Steve Blacketer made a motion to approve. Amanda Babinec seconded it. **Motioned carried 3-0.**

2. Resolution 111219-02 Resolution Establishing Salaries of Township Officers and Employees for 2020.

Trustee Hodson presented the 2020 Salary Resolution. He advised that as a part of the resolution, in compliance with state code, the benefits provided were included. Amanda Babinec made the motion to approve. Steve Blacketer seconded the motion. **Motion carried 3-0.**

3. Resolution 111219-03 Resolution Regarding Materiality and Mandated Internal Controls.

Trustee Hodson advised that he was presenting this again because the Parks department was adding new cash handler positions at the ice rink. He also told them the chart had been updated and that Deputy Trustee Woodard would train all new employees before the opening of the ice rink. He then told the Board they would also need to designate the Township Board as the Oversight Board or appoint one. Steve

Blacketer made a motion to approve the resolution and name the existing Township Board as the Oversight Board.

Amanda Babinec seconded the motion. **Motion carried 3-0.**

4. Resolution 111219-04 Resolution The Establishment Of Township Employee Classifications With Job Descriptions, etc.

Trustee Hodson explained his desire for Township employees to have written job that were approved by the fiscal body. He also told them the positions covered by the resolution were listed and that any significant changes would require future Board approval. Also the resolution required that every three years all positions would be reviewed for any updates needed. Amanda Babinec made a motion to approve and Steve Blacketer seconded. **Motion carried 3-0.**

5. Resolution 111219-05 Resolution Designating The 2020 Observed Holidays.
Steve Blacketer made a motion to approve. Amanda Babinec seconded the motion. **Motion carried 3-0.**

6. Resolution 111219-06 Resolution Designating The Regular Township Board Meetings For 2020.

Trustee Hodson presented the Board meeting schedule. He stated the meeting times would be at 3:00 PM except the February 11, 2020, which would be at 6:30PM because it is the "State of the Township" and presentation of the 2019 Annual Report. He reminded everyone that the Board could call additional meetings and workshops as long as they provided notice as required by law. Amanda made a motion to approve. Steve Blacketer seconded the motion. **Motion carried 3-0.**

Before moving on to the property-related resolutions, Trustee Hodson told the Board and those present that environmental phase one studies has been completed on the properties covered in those resolutions. He then introduced the representatives from the company that conducted the studies: Terra Environmental Corporation. CEO Rusty Wheat told the Board that with the exception of the Murphy Property (819 S CR 625 E), all the properties were fine. He then stated that he recommended a Phase Two study (consisting of soil borings and water sampling) because we have knowledge that previous Murphy Property owners had and removed an underground tank. Other than that and the presence of an above ground fuel tank, the property was fine. The area of the above ground tank will require some mitigation. Trustee Hodson advised that the owners of the Murphy Property approved splitting the cost of the mitigation and the Phase Two study and that the Township would be reimbursed at closing, assuming the purchase was approved by the Board.

7. Resolution 111219-07 Resolution Authorizing the Trustee To Purchase 46.103 Acres Located At 819 E CR 625 E, Avon, Indiana At A Cost Of \$25,000 Per Acre For A Total Of \$ 1,152,575.

Trustee Hodson advised that the average of the two appraisals done for the property was \$25,750 per acre. Amanda Babinec made a motion to approve. Steve Blacketer seconded the motion. **Motion carried 3-0.**

8. Resolution 111219-08 Resolution Authorizing The Trustee To Purchase Property Located At 000 Yvette Drive, Avon, Indiana For \$100,000.

Trustee Hodson advised the average of the two appraisals was \$217,000 for the 8 wooded acres. Steve Blacketer made a motion to approve and Amanda Babinec seconded the motion. **Motion carried 3-0.**

9. Resolution 111219-09 Resolution Authorizing The Trustee to Purchase Property Located At 1481 N CR 900 E, Avon, Indiana For \$235,000.

Trustee Hodson told those present that this property and the one at 000 Yvette Drive could be used for a future fire station if desired. The 1481 property would allow the department to have access onto CR 900 E and a new station would definitely improve fire response time. He also advised the Board that the average of the appraisals was \$235,000. Amanda Babinec made a motion to approve the resolution. Steve Blacketer seconded the motion. **Motion carried 3-0.**

Public Comment:

None

Wishes To Be Heard;

None

Adjournment:

Steve Blacketer made a motion to adjourn the meeting. Amanda Babinec seconded the motion. **Motion carried 3-0.**

These minutes were approved on December 10, 2019.

Shane Sommers, Chair

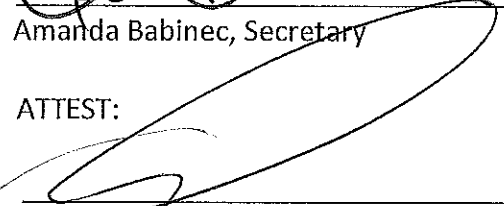


Amanda Babinec, Secretary

ATTEST:



Steve Blacketer, Member



Donald Hodson, Trustee

Next Meetings: November 19, 2019 at 10:00 AM Special Board Meeting
December 10, 2019 at 2:00 PM Regular Board Meeting
December 20, 2019 at 1:00 PM Special Board Meeting

All meetings are held at the Washington Township Government Center, 311 Production Drive,
Avon, Indiana