

Washington Township Board Meeting
Meeting December 12th, 2017 — 7:00 PM
Held at: Washington Township Government Center
311 Production Drive, Avon, Indiana 46123

Call to Order and Pledge

Board meeting was called to order at 7:00 PM and the pledge to the American flag was given.

Quorum

Quorum was established. Fred Palmer and Suzanne X Conger present. Doug Elmore was absent due to a work commitment. Also in attendance: Trustee Don Hodson and staff.

Public Hearing

The public hearing for the advertised additional appropriation of \$23,251 for the Fire Fund was opened at 7:00 PM. There was no public present and no comments made. The hearing was closed at 7:02 PM.

Public Comment

None.

Consent Agenda

The minutes from the November 14th, 2017 Special Board Meeting, the November 14th Regular Board Meeting and the claims were presented. Fred Palmer moved to approve the minutes and accept the claims. Seconded by Suzanne Conger. **Motion carried 2-0.**

Department Reports. Complete department reports are located on the Washington Township website.

1. **Fire.** Fire Chief Dan Smith recognized Fire Fighter Phil Cope for reviving a dog at a residential fire the department responded to. Chief Smith told the board that one of the pet oxygen masks donated to the department by a pet advocacy group was used.
2. **Parks.** Parks Director was absent due to illness. Trustee Hodson asked if there were any questions on her report she provided in their packet. There were none.
3. **Public Assistance.** Trustee Hodson asked if there were any questions on the Public Assistance Report that was provided in the packet. There were none.

Trustee's Report. The written report may be found on the Washington Township website.

In addition to the report, Trustee Hodson advised the Board that he had filed with the Indiana State Board of Accounts (SBOA) the form required if there are an erroneous or irregular material variances, loss, shortage, or thefts of local funds or property. The reason for the filing was the Township AED that had been located in the mail/supply room of the "old" Township Government Center/Fire Headquarters was missing. It had been packed with some of the supplies to be moved to the new Government Center/Fire Headquarters. After checking most of the possible places it could have been placed by mistake, the Trustee wanted to make the filing since its value as over \$500 and missing since April. This requirement is in the Township's Mandated Financial Guidelines adopted annually by the Township Board and the Township Board is also the designated Oversight Board in those Guidelines. The Board was told if the AED is found then both they and the SBOA will be advised.

Old Business

1. **Pecar Park Update.** The written report may be found on the Washington Township website. Director Lacy had provided the report in the Board packet. Trustee Hodson asked if the Board had any questions. There were none.
2. **Reserve Apparatus.** Chief Smith asked if the Board had any questions or comments from his report at the November board meeting. After discussion Fred Palmer said he would like for the department to continue to use the Quint purchased as the reserve for a couple of years. Then accelerate purchase a new engine currently scheduled for purchase in 2023 allowing the engine it would replace to become the reserve vehicle. Then sell the Quint. It was recognized that an earlier replacement of the Quint may be required if repair(s) become impractical.
3. **Policy for Establishing Township Cash Reserves.** Trustee Hodson advised the Board that the changes requested at the November board meeting had been made and that he was requesting the adoption of the policy. Fred Palmer made a motion to adopt Resolution 121217-01 Establishing a Township Cash Reserve. Suzanne Conger seconded the motion. **Motion carried 2-0.**
4. **Policy for Establishing a Reserve for the Township Insurance Fund.** Trustee Hodson advised the Board that the changes requested at their November board meeting had been made and he was the adoption of the policy. Fred Palmer made a motion to approve Resolution 121217-02 Establishing A Reserve for the Township Insurance Fund. Suzanne Conger seconded the motion. **Motion carried 2-0.**
5. **Policy for Governing Projects Done By Outside Groups on Township Assets.** Trustee Hodson requested the policy as was introduced at their November board meeting be adopted. Fred Palmer made a motion to approve Resolution 121217-03 for a Policy Governing Projects Done By Outside Groups on Township Assets. Suzanne Conger seconded the motion. **Motion carried 2-0.**

New Business

1. **Additional Appropriation for the Fire Fund.** Trustee Hodson requested the approval of an additional appropriation in the amount of \$ 23,251 for the Fire Fund. This was a reimbursement from the federal government of the department's cost for the firefighters that were deployed in the hurricane relief efforts. He advised the board that the Additional Appropriation was advertised in both the 'Hendricks County Flyer" and "The Republican" with a public hearing was held earlier in the evening as advertised. Fred Palmer made a motion to approve Resolution 121217-04 adopting the additional appropriation of \$23,251 for the Fire Fund. Suzanne Conger seconded the motion. **Motion carried 2-0.**
2. **2017 Township Group Transfers.** Trustee Hodson submitted and reviewed the Group transfers needed for the 2017 expenses. Fred Palmer made a motion to approve Resolution 121217-05. Suzanne Conger seconded the motion. **Motion carried 2-0.**
3. **2017 Township Encumbrances.** Trustee Hodson submitted to the Board a resolution listing the desired encumbrances to be approved. He reminded the board that the only things that can be encumbered are those items that we have an invoice, contract or agreement that are covered under the 2017 Budget. Fred Palmer made a motion to approve Resolution 121217-06 listing the items to encumber. Suzanne Conger seconded the motion. The motion passed 2-0.
4. **Resolution Adopting Civilian PERF for the Civilian Paramedics** Trustee Hodson presented Resolution 121217-07 adopting Civilian PERF for the Civilian Paramedics and authorized the Board Chairman and Township Trustee to sign any resolutions or documents required by Civilian PERF. Fred Palmer made a motion to approve resolution 121217-07. Suzanne Conger seconded the motion. **Motion carried 2-0.**

Public Comment

None.

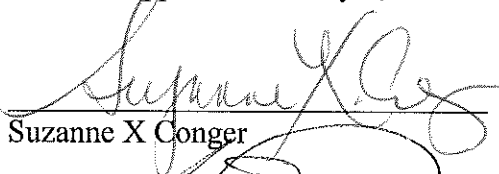
Wishes to be Heard

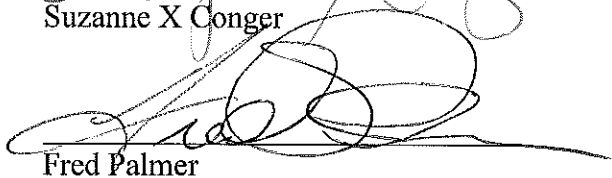
None.

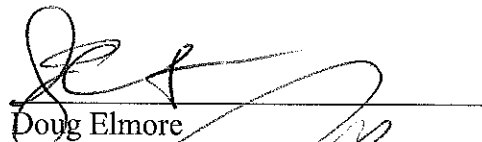
Adjournment

Fred Palmer moved to adjourn the meeting and Suzanne Conger seconded the motion. **Motion carries 2-0.** Meeting adjourned at 7:37 PM. The 2018 Township Board Reorganizational Meeting and next regularly scheduled board meeting will be January 2, 2018, at 7 PM. All meetings to be held at Washington Township Government Center, 311 Production Drive.

Minutes Approved January 2, 2018:


Suzanne X Conger


Fred Palmer


Doug Elmore

Attest:

Don Hodson, Trustee