

WASHINGTON TOWNSHIP BOARD MEETING
February 18, 2020
HELD AT: WASHINGTON TOWNSHIP GOVERNMENT CENTER

Call to Order:

- A. The meeting was called to order at 6:31pm followed by the Pledge of Allegiance.

Establishment of a Quorum:

- A. Board members Shane Sommer, Amanda Babinec, and Steve Blacketer were present.
- B. Trustee Don Hodson, various members of the township staff, and members of the public were also present

Consent Agenda:

- A. Amanda Babinec motioned to approve the minutes of the January 7 Board Meeting and the January 202 credit card statements and check register as presented. Steve Blacketer seconded the motion. The motion passed 3-0.

Public Comment:

- A. There were no public comments.

State of the Township:

- A. Trustee Don Hodson presented the Township Administration report
- B. Township Assistance Director Sue Allen presented the Township Assistance report
- C. Deputy Trustee Britt Woodard presented the Human Resources report because the HR position was vacant at the time
- D. Parks Director Lora Helmick presented the Parks and Recreation report
- E. Assistant Fire Chief Gerald George presented the Fire Department report because Chief Smith was at a training in Virginia

Murphy Park Update:

- A. Because so many members of the public were present to hear about plans for Murphy Park, Trustee Hodson announced that he would be moving the report up on the agenda
- B. Parks Director Lora Helmick presented the current status of the planning process and took questions
 - a. A member of the public asked about the increased congestion to County Road 625 East. They wanted to know whether the Town of Avon or Hendricks County had jurisdiction over that portion of the road. Trustee Hodson responded that it is in the Town of Avon's jurisdiction.

Department Reports:

- A. Because all department heads had just given their State of the Township reports, Trustee Hodson asked department heads to simply ask the Board and the public if there were any questions.
- B. Township Assistance
 - a. Township Assistance Director Sue Allen presented the January report. There were no questions from the Board or the public.
- C. Human Resources
 - a. Deputy Trustee Britt Woodard presented the January report. There were no questions from the Board or the public.
- D. Parks
 - a. Parks Director Lora Helmick presented the January report. There were no questions from the Board or the public.
- E. Fire
 - a. Assistant Fire Chief Gerald George presented the January report. There were no questions from the Board or the public.

Trustee Report:

- A. Trustee Hodson presented the report. There were no questions from the Board or the public.

Old Business:

- A. Station 141
 - a. Assistant Fire Chief Gerald George said that the remodel was going well. He thanked the crews at 141 for adjusting so well to the remodel going on around them.
 - b. Chief George reported that the project was up to a week ahead of schedule.
- B. Training Ground
 - a. Trustee Hodson reported that the final approval for the training ground was scheduled to be heard on Monday, February 24. He said there were no further concerns from the Avon Planning Department and that the closing for both properties was tentatively scheduled for the 28th of February.

New Business:

- A. Presentation for Approval of the 2019 Township Annual Financial Report (AFR)
 - a. Trustee Hodson explained the approval procedure: the Board could either accept the report as presented or make exception
 - b. Trustee Hodson presented the 2019 ARF for approval
 - c. All three members of the Board approved the 2019 AFR without exception
- B. Presentation for Approval of the 2020 Township Assistance Guidelines
 - a. Trustee Hodson informed the Board that the guidelines must be updated annually
 - b. Amanda Babinec noted that a lot of work went into this year's update and commended Director Sue Allen on a job well done.
 - c. Amanda Babinec asked why there was no clothing allowance for children in daycare, nursery, or preschool.

- i. Trustee Hodson responded that the guideline was put in place by a previous board
 - ii. Amanda Babinec stated that she believed clothing allowances should be make available to all children, not just those of school age
 - iii. Shane Sommers mentioned that the funds are available and that he would prefer not to be restrictive if possible.
 - iv. Amanda Babinec proposed that the wording be changed to “may not” so disbursement of funds can be at the Township Assistance Director’s discretion
 - d. Steve Blacketer asked about the reasons for denial #8. He mentioned that the wording seemed like a double negative.
 - i. Sue Allen explained that the rationale came from the Indiana code.
 - e. Amanda Babinec motioned to approve Resolution 021820-01: 2020 Township Assistance Guidelines with the clothing allowance modification discussed above. Steve Blacketer seconded the motion. The resolution passed 3-0.
- C. HR Specialist Job Description
 - a. Trustee Hodson explained that he would like to have the flexibility to fill the HR vacancy with an experienced or entry-level hire, so he created this job description to give the township both options.
 - b. Amanda Babinec and Steve Blacketer noted a few places where the word Director was being used in place of Specialist. Deputy Trustee Britt Woodard said she would correct it.
 - c. Steve Blacketer motioned to approve the new job description. Amanda Babinec seconded the motion. The motion passed 3-0.
- D. Amended 2020 Township Salary Resolution
 - a. Parks Director Lora Helmick explained that she wanted to change the current Camp Director’s role from part-time to full-time. She stated that all of the funding needed to pay the increased salary would come from camp revenue. She also mentioned that the Camp Director was always coming up against the full-time cap and could only work 6am-noon during camp as a result. Transitioning her to full-time would allow her more hours and more flexibility during camp sessions.
 - b. Shane Sommers asked if the Parks Department was comfortable with the current titles, according to which the Camp Director reports to the Parks Director. Helmick responded that having a director report to another director is common in the parks and recreation community.
 - c. Amanda Babinec motioned to approve Resolution 021820-02: Amending the 2020 Salary Resolution. Steve Blacketer seconded the motion. The resolution passed 3-0.

Public Comment:

- A. There were no public comments.

Wishes to be heard:


- A. Shane Sommers complimented all department heads and Trustee Hodson for a job well done on the State of the Township.

Adjournment:


- A. Steve Blacketer motioned to adjourn at 7:57pm. Amanda Babinec seconded the motion.

These minutes were approved March 10, 2020.

Shane Sommers,

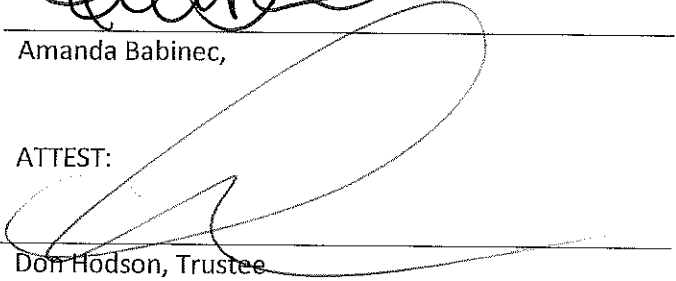


Amanda Babinec,



Steve Blacketer,

ATTEST:



Don Hodson, Trustee

Next Meeting:

Tuesday, March 10, 2020 at 3:00pm**

**This has since been amended to Tuesday, March 10, 2020 at 2:00pm.
(Deputy Trustee Woodard, 3/4/20)