

WASHINGTON TOWNSHIP TRUSTEE

TRUSTEE
Don Hodson

HENDRICKS COUNTY
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AVON, INDIANA 46123
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TOWNSHIP BOARD
Suzanne X. Conger
Doug Elmore
Michael J. Lynch

Washington Township Board Meeting Minutes from June 20, 2012

Held at: Washington Township Park Pavilion, 435 Whipple Lane, Avon, IN 46123

Call to Order and Pledge of Allegiance

The meeting was called to order at 7:30 p.m. by Doug Elmore, President of Washington Township Board. The Pledge of Allegiance was recited.

Establish a Quorum

Doug Elmore established a quorum with Suzanne Conger, Doug Elmore, Michael Lynch, the three board members, being present. Also present was Trustee Don Hodson Deputy Trustee Pat Laughlin, Township Attorney Tony Jost and Township Financial Consultant Jeff Peters.

Public Comment: None

Consent Agenda: Motion of Mike Lynch to approve the May 16, 2012 Board Minutes with one change of the next meeting (end of minutes) to reflect the next meeting as June 20, 2012 and approval of the monthly claims as presented; seconded by Suzanne Conger. Motion carries 3-0.

Department Reports:

and *STC/mj*

a. Fire Department: The attached report was presented by Fire Chief Dan Smith. We had two HAZ-MAT runs to CSX *(ad)* Plainfield this morning. We also were busy today picking up office equipment that was donated by principal Financial Group (@\$10,000 worth). Due to some aging exercise equipment (over 10 years old) he will be including this in his budget for 2013, although he had not included it last year in his 5-year plan. Chief Smith explained the use of the personnel who recently attended a training/certification course to become ACE certified Peer Fitness Trainers. On June 18, 2012 applications began being accepted for the firefighter/paramedics positions. As of yesterday they had received 4 applications. There are stringent requirements which he feels will lower the number of applications they will receive. They will be meeting with Vendors this week for turnout gear and gear washer that will be purchased with grant money. Julie is working on the next federal grant to help fund the purchase of 12-15 new heart monitors which needed replaced in the next two to three years, as well as replacement of our second engine and ambulance which we expect to replace in 2013. Grant matches are usually 10-20%, the grant giver (federal grants) will take the greatest need whether it is the heart monitors or replacement vehicle. Chief Smith informed the Board that the Hendricks County Fire Chiefs are considering a "burn ban" county wide and will be going to the County Commissioners. Although Washington Township could do a burn ban on their own. A "burn ban" would not stop fireworks though. Tonight is the reception for the new fire chief in Brownsburg, Chief James Adams is attending.

b. Parks Department: Attached is the report presented by Susan Hamman with updated park revenue through 6/12/12. We now have 96 children enrolled in our summer program which is up from last year. We will have an average of 5-60 children each week. We will max out any week at 80 due to

*50-60
STC
mj*

the ratio of counselors to children, 1 to 10. In addition to the written report, there was a benefit concert by SonRise last evening which raised over \$300. At the July 11 concert will be a silent auction for a nonprofit, Chimes for Life from 4 pm to 6:30 pm. Proceeds are used to purchase wind chimes for families who have lost a child so they not feel alone. A question was raised whether we had a policy for use of public land (Park) as a fundraiser. After some discussion, Trustee Hodson said we would address in more fully in our August Board meeting which would give Director Hamman more time to explore and bring it back to the Board. There is language in the Pavilion rental agreement about whether free, discounted, or payment.

c. Township Assistance: Public Assistance Director Jennifer Thornell presented the attached report which now includes graphs. 2012 has been a heavy year for requests and looking back, 2011 was a very low year. Most of the granted money was for utilities and prescription medications. Unfortunately, most of the referral agencies that Ms. Thornell uses are now "out of money", which she normally does not hear until August and this is June! Ms. Thornell has talked with neighboring townships and they also indicate that they are seeing the same hard times. If the Board wants something different in a report, please let Ms. Thornell know.

d. Legal Counsel: nothing to report, resolutions to follow

e. Financial Consultant: The additional appropriation approved by the Board is in the legal department of DLGF but because of all their new staff it may be a while before we hear anything.

Trustee's Report: Trustee Don Hodson presented the attached report. The exit interview with the SBOA auditor will be soon, with Don, Doug attending then it will be given to the public. Tonight we will be considering a revision to the Park Speed Limit Resolution passed last month to allow fines and enforcement through Avon Town Court, There are new graphs included with all department reports to hopefully help show the trends over the years. Don attended the last Avon Town Council meeting over the new Indiana Smoking law, the Town has even a stricter ordinance. We will be posting signs required by the State, which is enforced by Homeland Security. All buildings will be posted.

Old Business:

a. Revision of Park Speed Limit Resolution

After discussion about the reasons for the revision, Suzanne Conger moved that we approve Resolution 062012-2 Amending the Maximum Speed Limit Resolution in Washington Township Park, Hendricks County, Indiana to Set Fines as written, second by Mike Lynch; Motion carried 3-0

New Business:

a. Township Credit Card Resolution

After discussion about the limits of the three credit cards, procedure of using the credit cards (checks and balances in place) and the reasons for this resolution, Mike Lynch moved that we approve Resolution 062012-4 Resolution of the Township Board of Washington Township, Hendricks County, Indiana, Authorizing the Use of Credit Cards as written, second by Suzanne Conger; Motion carried 3-0

b. Budget Schedule

Don presented the schedule for the 2013 Budget process. After discussion and input of our Financial Consultant, Jeff Peters, Suzanne moved to adopt the modified calendar discussed, second by Mike Lynch; Motion carried 3-0

2012 Time Line and 2013 Budget Schedule is as follows:

3rd Tuesday of January: deadline for Annual Report to be submitted to the Board
31 January deadline for Annual Report submission to the State
15 February deadline for Annual Report to be in newspapers

1 st March	debt reporting due to State
6 th march	Emergency Loan Meeting
2 nd April	deadline for Fire Territory creation
22 nd June	submit budget ideas to Don Hodson, Trustee
18 th July	Board Meeting and 1 st Budget Workshop
15 th August	Board Meeting and 2 nd Budget Workshop
1 st Sept	Last day to submit to County for non-binding review
13 Sept	Last day for first publication of proposed 2013 budget, notice of public hearing (publish according to statute)
19 Sept	Public Hearing of 2013 Budget
20 Sept	Last day for second publication of proposed 2013 budget, notice of public hearing (publish according to statute)
1 st Oct	IBB-2013 TAW
1 st Oct	Last day for County to complete non-binding review
10 th Oct	Approval of 2013 Budget
22 nd Oct	Last day to hold Public Hearing on 2013 Budget
29 th Oct	Last day to file objection to budget
1 st Nov	Deadline for 2013 budget adoption
14 Dec	Deadline to have additional appropriation requests to State
19 Dec	Appropriation transfer resolution/encumbrance resolution
24 Dec	Line Item fund transfer from Trustee

c. Township Nepotism Policy

Trustee Hodson explained this is required by the State. If we do not have a policy then the DLGF will not approve our budget. The resolution was prepared by our legal counsel and Attorney Jost explained that we had a policy previously but this one is more specific and adheres to the State statute. The policy will need to be added to the Township Employee Handbook and each employee will need to sign off.

Mike Lynch moved that we approved Resolution 062012-1 A Resolution Establishing an Anti-Nepotism Policy for the Employee Handbook for Washington Township, Hendricks County, Indiana as written, second by Suzanne Conger; Motion carried 3-0.

d. Township/Town of Avon Opticom Agreement

Fire Chief Dan Smith presented this agreement to the Board. It is an opportunity where the Township and the Town are partners in this endeavor. The Town was awarded the grant and the Township is paying for a portion that was not covered by the grant. The Township has asked for revisions which have not been acted on yet, but Chief Smith is optimistic that they will revise. Mike Lynch noted that this is a project that has been in the making for many years. The resolution allows Trustee Hodson to negotiate the agreement (as revised) as the representative of the Township.

Mike Lych moved that we approve Resolution 062012-3 A Resolution Authorizing the Washington Township Trustee to Negotiate and Enter into a Intergovernmental Cooperation Agreement with the Town of Avon, Indiana to Provide Traffic Signal Pre-Emption Devices and Maintenance, second by Suzanne Conger; Motion carried 3-0.

e. Township Financial Sustainability Analysis

Financial Consultant, Jeff Peters, presented the Washington Township, Hendricks County, Indiana Strategic Fiscal Plan and Analysis, revised May 24, 2012 {DRAFT} to the Board. Said report is made

part of these minutes. The financial data presented is in a format capable of evaluating the performance by Fund and making fiscal policy choices to drive certain performance in future years. The outcomes/projections of future years are based on the assumptions set forth at the end of the report. Some funding solutions:

1. All debt Fund circuit breakers losses need to be replaced with another revenue of the Township (CAGIT). These were not fully done in the past, but are programmed for 2012 which takes most CAGIT to the Emergency Service Loan Fund from the Fire Fund.
2. Future year income tax revenue is expected to be allocated to the Township Fund, Township Assistance Fund, and Recreation Fund in the amount necessary to fund operations on an ongoing basis.
3. All remaining income tax revenue is expected to be allocated to the Fire Fund and any shortage of funds needed to cover anticipated Fire Fund expenditures is expected to be provided through an annual fire and emergency services loan.

Mr. Peters urged the Board to look at each Fund and at their ENDING FUND BALANCE to see how the Funds are doing. He pointed out that the \$35,000 CAGIT replacement credit under the Township Assistance Fund (revenue) is what is in Legal Department at DGLF as reflected in his earlier report. He provided some suggestions of what happens if consolidation would occur. Mr. Peters also showed how Washington Township compared to other townships as far as tax rate. He said one thing that Townships, if they stay around, should consider is going back to the legislature to consider putting tax money back into the Fire Fund after a Township has had to have an emergency fire and service fund three years in a row.

PUBLIC COMMENT Doug Elmore opened this up to public comment, as 2 members of the study group, whether to consolidate the Town and Township were present. Ed Martin stated that he was glad to see this analysis and study and felt it will help his committee.

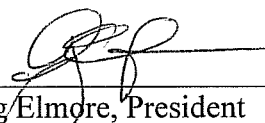
PUBLIC COMMENT: None except after the above Fiscal Plan and Analysis report.

Wishes to be heard: None

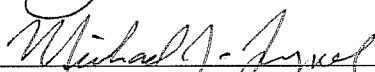
Mike Lynch made a motion for adjournment. Suzanne Conger seconds. 3-0 motion carries. Meeting adjourned at 9:40 p.m.

Next regularly scheduled board meeting on July 18, 2012 followed by the Board 2013 Budget Workshop, which will begin at 7:00 p.m. to be held at Washington Township Pavilion Center, 435 Whipple Lane, Avon, IN 46123. In the event of flooding the meeting will be held at Washington Township Government Center, 311 Production Drive, Avon, IN 46123.


Minutes Approved July 18, 2012:



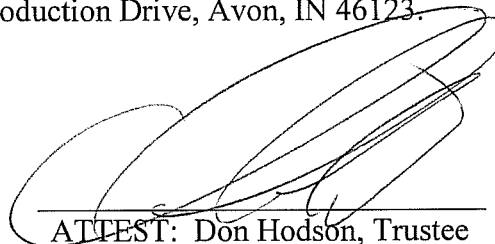
Doug Elmore, President



Michael J. Lynch, Secretary



Suzanne X. Conger, Member



ATTEST: Don Hodson, Trustee