

# WASHINGTON TOWNSHIP TRUSTEE

TRUSTEE  
Don Hodson

HENDRICKS COUNTY  
311 PRODUCTION DRIVE  
AVON, INDIANA 46123  
PHONE: (317) 272-1835

TOWNSHIP BOARD  
Suzanne X. Conger  
Doug Elmore  
Michael J. Lynch

Washington Township Board Meeting Minutes  
Meeting October 10, 2012--7:00 PM  
Held at: Washington Township Park Pavilion, 435 Whipple Lane, Avon, IN, 46123

## Call to Order

The meeting was called to order at 7:00 PM. The Pledge of Allegiance was recited and a quorum was established. Michael Lynch, Suzanne Conger, and Doug Elmore were present. Also present was Trustee Don Hodson, Pat Laughlin, Legal Consultant Tony Jost, staff, and public.

**Public comment** - None

## Consent Agenda

Minutes for budget workshop, board meeting, and claims list were presented. Doug Elmore asked what the grant amount on the claims was and was told that is grant funds. Suzanne Conger thinks that the catering motion needs to be changed to 2-1. Michael Lynch moves to approve the minutes and claims with the change listed prior. Suzanne Conger seconds the motion. **Motion carriers 3-0.**

## Fire Department

The attached report was presented by Fire Chief Dan Smith. Specifications for ambulance & Engine bids should go to advertising by the middle of November with two weeks of noticing and bid opening in December. The squad went to Greencastle for equipment to be installed then it needs to be stripped. It will be in service in two or three weeks. The power lift stations have been installed in the Ambulances and an ambulance is here for a demo tonight. EPCR is moving closer to completion every day and we are supposed to receive the tables next week. EPCR should be out in middle of November for testing with the program being live January 1. New gear washer was installed today. For Fire Prevention Week, the stations had open houses on Sunday with a turnout of 200-300 people. Received the final scoring from IPSP for the hiring process and there is a Merit Board meeting to approve that list tomorrow night.

## Parks Department

Trustee Don Hodson presented the attached report. Gossett Cemetery there was an accident that took out the fence and the Parks Department is replacing the fence. An invoice will go out to the parties involved. Abner Creek Cemetery had a large tree that fell across the entrance and the park is trying to cut some of the tree limbs so that there is still access. Heritage festival went well. Dino bike trail was cancelled after consulting with the insurance company. It had rained heavily the day of the event resulting in the trails being extremely slick and muddy. Next month we will present non-profit rate policy. We will have a new Parks Director in place by February 1, 2013 and plan to start the hiring process next month.

## **Township Assistance**

Jennifer Thornell presented the attached report. Year to date granted total was higher than the previous year. Financial totals for year to date are at the dollar amount granted for 2011 and 2011 was our lowest granted year.

## **Legal & Financial – none**

### **Trustee Report**

Trustee Don Hodson presented the attached report. Next month will be a full agenda as we will have several resolutions for the board next month. State Board of accounts has released our Audit Report. There was discussion on the Audit report and special Audit report as well as notification that Mr. Hurst did receive a copy of the reports. Consolidation committee is having an additional meeting on November 7<sup>th</sup> and a possible meeting on November 28<sup>th</sup> with the presentation to both boards at Town Hall on December 11<sup>th</sup>. Trustee will be out of the country and the designee will be acting Trustee next week. Mr. Hodson has notified the County Sheriff, the Township Board President, and the Town of Avon with this information. Suzanne Conger asked if the scheduling with the November 28<sup>th</sup> consolidation committee meeting was okay since that is also the Township Boards regular meeting night. DH answered that the schedule allowed for both meetings to be held at the same time in different rooms and that the consolidation committee just wanted an extra date in case they needed it. Both boards should receive a draft on the plan after November 7<sup>th</sup> and a request was made for a financial executive summary instead of the multitude of spreadsheets. Standard and Poors completed a reassessment and our rating came back lower due to lower cash balances and underfunded debt funds. Rating is an A+ and it will not affect our Tax Anticipation Warrant or Emergency Loan.

## **Old Business**

### **2013 Budget**

We had multiple budget workshops and held a public hearing the previous month. The tax levy and rate will show higher here than what the DLGF will approve as they will make adjustments. Once they issue the 1782 if we are not comfortable with the rate we can request an adjustment to the order within 10 days. There was a discussion on the proposed budget, tax levy, and tax rates for 2013. Suzanne Conger made a motion to approve the proposed 2013 budget, tax levy, and tax rates as presented and Michael Lynch seconded. **Motion carries 3-0.**

### **Retirement**

Township has been using a SEP/IRA plan as the retirement plan. After looking at the requirements we have determined that the requirements allow contributions to part-time employees and must have one rate across the board. We had to back pay contributions to past employees to be compliant with the plan. The Township is switching to a 401A plan. Recommend one group being the merit firefighters and three fire department employees that report to on-scene incidents with a rate of 19% and the rest of the Township at 8.5%. There was a discussion of surrounding government units and their rates. Doug Elmore wanted clarification that the trustee is looking for the board's recommendation that will be placed into a resolution next month. There was discussion on who has fiduciary responsibility, rates, classes, and waiting period. Recommendations of the board:

- 401 a – All board members
- 19% merit/personnel involved on-scene (i.e. fire marshal, safety, support services) - Two board members
- 12% non-merit - Two board members

- 8.5% non-merit – One board member
- New hires Jan 1, 2013 8.5% - all board members
- 2012 pay 2013 at 19% for everyone - All board members
- New classification and rates effective Jan 1, 2013 - All board members
- Waiting period merit date of hire and the rest 1 year – all board members

There was discussion if the plan would be ready to go by the end of the year and it was determined that it would be.

## New Business

### Contracting Resolution

This resolution governs the board and Trustee regarding nepotism and contracting. The certification form should be on gateway from what we have been told. Suzanne Conger asking if there is a form that will be presented to them and Tony Jost stated there was a form. Michael Lynch moves to approve the Resolution as presented and Suzanne Conger seconds. **Motion carries 3-0.**

### Additional Appropriations

The additional appropriation has been noticed in the papers as required. The resolution is asking for additional appropriations to bond funds and Township Assistance. The Township Assistance additional appropriation was already submitted to DLGF one way and had been denied then appealed. We never heard back and financial consultant recommended that we apply for it again. Michael Lynch moves to approve the additional appropriation resolution as presented and Suzanne Conger seconded. **Motion carries 3-0.**

### Public comment

None

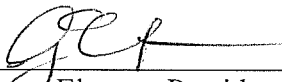
### Wishes to be heard

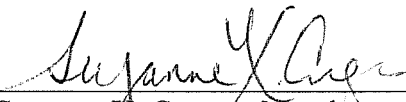
Trustee Hodson would like for the board to make recommendations on Holiday schedule and Board meeting schedule.

Suzanne Conger made a motion for adjournment and Michael Lynch seconds. **3-0 motion carries.**

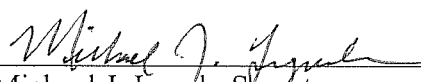
Meeting adjourned at 8:44 PM. Next regularly scheduled board meeting on November 28, 2012 at 7:00 PM held at Washington Township Pavilion Center, 435 Whipple Lane, Avon, IN 46123. In the event of flooding the meeting will be held at Washington Township Government Center, 311 Production Drive, Avon, IN 46123.

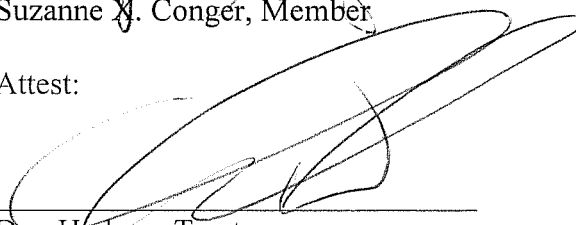
Minutes Approved November 28, 2012:

  
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 Doug Elmore, President

  
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 Suzanne X. Conger, Member

Attest:

  
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 Michael J. Lynch, Secretary

  
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 Don Hodson, Trustee