

WASHINGTON TOWNSHIP BOARD MEETING
November 17, 2020 @ 2:00pm
Held at the Washington Township Government Center
311 Production Drive, Avon, Indiana

Call to Order:

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

Establishment of a Quorum:

- A. Board members Amanda Babinec and Steve Blacketer were present. Board President Shane Sommers sent his regrets.
- B. Also present were Trustee Don Hodson, Township Attorney Jeff Bellamy, Township Financial Advisor Jeff Peters, Township Owner's Representative David Rainey, members of the Washington Township staff, and the HWC design team for Murphy Park.

Consent Agenda:

- A. Blacketer motioned to approve the consent agenda. Babinec seconded the motion. The consent agenda was approved 2-0.

Public Hearing for the Additional Appropriation

- A. The public hearing began at 2:02pm
- B. There were no comments from the public.
- C. The public hearing closed at 2:03pm.

Public Comment:

- A. There were no public comments.

Department Reports

- A. Township Assistance – Presented by Deputy Trustee Britt Woodard
 - a. Woodard presented the October report and asked the Board to welcome new Township Assistance Direct Bobbie Vickers who would be joining board meetings in December. Babinec noted that she had shared information about the program with people in the community, who were excited to learn about the resource.
- B. Human Resources – Presented by HR Specialist Tracy Justice
 - a. Justice noted that open enrollment for 2021 ended October 16. She received many compliments from employees about the smoothness of this year's process. 85 percent of full-time employees signed up for benefits.
 - b. Blacketer and Babinec asked about the PTO Buyback rollout. Justice explained that almost 30% of eligible employees elected to buy back some PTO hours.
- C. Parks – Presented by Park Director Lora Helmick
 - a. Helmick recognized her team for a successful, if different, Ghosts and Goblins event.

- b. Helmick noted that the ice rink has been set up but is available by reservation only. This should help keep expenses low because the Park will only staff the rink when it is booked.
 - c. The Hendricks County Health Department approved the craft fair for the upcoming weekend.
 - d. Helmick announced that the department was very close to hitting its revenue goal for 2020, despite the challenges of the year.
 - e. Blacketer requested a large format for the Murphy Park timeline. Helmick said she would provide that at the next meeting.
- D. Fire – Presented by Fire Chief Dan Smith
- a. Smith informed the Board that the department was not awarded a grant they had applied for to help pay for the training ground
 - b. Smith recognized Fire Marshal Levi Carpenter for his off-hours work as a coach for Danville High School football, which will be heading to semi-finals soon. He also recognized Doug Phillips, who is leading the PT process for the recruit class.
 - c. Blacketer asked about the mutual aid data. In October, 162 incidents of mutual aid were given and only 60 were received. He asked if there was anything being worked on to make that figure more equitable.
 - i. Smith replied that it was a work in progress and added that Avon’s central location means it is often the closest department to an incident. He did mention he was trying to offset the cost of mutual aid with increased pricing to those outside the Township.

Trustee Report

- A. Hodson noted that Hendricks County was a code orange for COVID. He stressed that all township employees need to do their part to stop the spread so that the Governor does not have to bring back the lockdown restrictions from earlier in the year.
- B. Hodson informed the board that the 1782 notice had arrived from the DLGF. His response would be due 11/30/2020. Woodard and Smith planned to have adjusted figures for the actual fire operating budget for 2021 by the end of the week.
- C. He stated that the annual Christmas party had been cancelled but would likely be replaced with a virtual event to be announced soon.
- D. He introduced David Rainey from The Veridus Group as the Owner’s Representative for the Station 144 and Murphy Park projects.
- E. Hodson asked Financial Advisor Jeff Peters to speak to the board about the potential financial impacts of another COVID lockdown:
 - a. Peters explained that the State approves distribution of Local Income Tax (LIT) for all counties. Once LIT has been certified, Indiana has never retracted that certification. Peters explained that whatever is certified for 2021 is what the Township should expect to receive.
 - b. Peters added that the Township has good cash reserves, which provides flexibility to adjust expenditures going forward. Peters informed the Board that the Township should

be financially able to carry out all 2021 budget plans. He mentioned that he would look at 2022 and beyond as more information comes in.

- c. In terms of property tax, Peters explained that this is a short-term cash flow issue. Once the sheriff seizes a delinquent home, property taxes will be paid. It usually only takes a few years to flush these delinquencies through tax sales. At present, the housing market is strong, so he did not believe property tax delinquencies were a cause for concern yet.
- d. Babinec asked Peter if our finances would be strong enough to withstand the Murphy Park project given the financial uncertainty. Peters responded that Murphy Park has been worked into the fiscal plan that was drafted conservatively. He added that the levy for the bond would bring in enough to pay the principal and interest.

Old Business

Training Ground – Presented by Owner’s Representative David Rainey

- A. Rainey informed the board that Mattcon was working on cutting the grade and installing the storm sewer after a slight weather delay. The curb forms were in and they were hoping to place stone and wrap up soon.
- B. Smith noted that the project is over budget due to extra requirements that came in from the Town of Avon. He said he may need to look at additional funding options to cover the overage.

Station 144 Update – Presented by David Rainey

- A. Rainey informed the board that Delv and Meyer Najem were both engaged and working on estimates for pre-construction phase. After the first design phase, the project was \$400,000-800,000 over budget, so Rainey was working on revisions to reduce cost. At present, the project is just \$200,000 over and the design team has submitted a plan that puts the project \$20,000 under. David still needs to review design team’s changes to make sure their revisions are in line with the department’s needs.

Standard & Poor Bond Rating – Presented by Jeff Peters

- A. Peters noted that the Township had their bond rating call last week and received the official rating today of AA-, which is the same rating the Township received during the 2013 bond refinancing. Peters said he was thrilled to maintain the same rating because many organizations have been downgraded due to pandemic-related uncertainty. Additionally, townships are typically looked at differently from cities and counties, so for a township to have a AA- is great and reflects the Township’s dedication to maintaining cash reserves and a conservative budget.

Murphy Park Update – Presented by Lora Helmick and HWC Engineering

- A. Helmick stated that she had revised the 5-year business plan for the park and reviewed it with Blacketer.

- B. She also informed the Board that she had created a focus group of parents of children with special needs and abilities to discuss what they would like to see in the park. She also met with the Director and Assistant Director of Special Education at Avon to discuss playgrounds.
- C. Helmick explained that the Park sometimes had trouble getting grants and donations because many organizations do not want to give grants to government entities (they prefer to give to 501s). She mentioned that the Parks Foundation of Hendricks County has a line item for each park department and said she planned to accept grants and donations through the Foundation because they are a 501.
- D. David Rainey commended HWC and Axis for putting together a thorough schematic design (SD) package. The Request for Proposals went out 11/13/2020 for Construction Manager as Constructor and he has received a lot of interest. He plans to provide SD plans to interested firms and ask them to put together rough cost estimates for their interview.

New Business

- A. Resolution # 111720-01: Establishing 2021 Township Salaries
 - a. Blacketer motioned to approve the resolution. Babinec seconded the motion. The resolution was approved 2-0.
- B. Resolution # 111720-02: 2021 Township Holiday Schedule
 - a. Babinec motioned to approve the resolution. Blacketer seconded the motion. The resolution was approved 2-0.
- C. Resolution # 111720-03: 2021 Township Board Meeting Schedule
 - a. Babinec noted two date changes to the proposed resolution, which were agreed to and amended on the resolution.
 - b. Babinec motioned to approve the resolution. Blacketer seconded the motion. The resolution was approved 2-0.
- D. Resolution # 111720-04: 2021 Township Credit Card Policy
 - a. Woodard noted that the resolution should be modified to say 'Visa' instead of 'MasterCard.'
 - b. Blacketer motioned to approve the resolution. Babinec seconded the motion. The resolution was approved 2-0.
- E. Resolution # 111720-05: Additional Appropriation
 - a. Hodson advised the Board that the additional appropriation was advertised as required by law.
 - b. Babinec motioned to approve the resolution. Blacketer seconded the motion. The resolution was approved 2-0.
- F. Resolution # 111720-06: Voluntary Annexation Petition
 - a. Hodson explained that the Township was requesting annexation of the land for Station 144 into the Town of Avon. He noted that it would save money on rezoning fees because the property would be rezoned as part of the annexation instead of having to pay for a rezone process through the county.
 - b. Blacketer motioned to approve the resolution. Babinec seconded the motion. The resolution was approved 2-0.

G. Resolution # 111720-07: Surplus Property Resolution

- a. Blacketer asked if there was any possibility of donating the surplus splash pad items. Helmick responded that she planned to reach out through the Indiana Parks and Recreation Association to see if there was any interest.
- b. Blacketer motioned to approve the resolution. Babinec seconded the motion. The resolution was approved 2-0.

H. Resolution # 111720-08: Revised 2020 Township Salaries

- a. Babinec motioned to approve the resolution. Blacketer seconded the motion. The resolution was approved 2-0.

Public Comment:

- A. There were no public comments.

Wishes to be heard:

- A. There were no wishes to be heard.

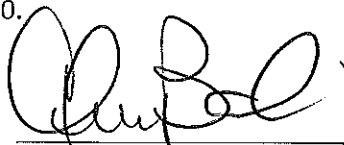
Adjournment:

- A. Blacketer motioned to adjourn at 3:27 pm. Babinec seconded the motion. The motion to adjourn carried 2-0.

These minutes were approved December 8, 2020.



Shane Sommers,



Amanda Babinec,



Steve Blacketer,

ATTEST:



Don Hodson, Trustee

Next Meeting:

Tuesday, December 8, 2020 at 3:00pm at 311 Production Drive, Avon, IN 46123.