

WASHINGTON TOWNSHIP BOARD MEETING
December 8, 2020 @ 3:00pm
Held Virtually Via Zoom
(Recording available online at: https://youtu.be/gJt_0azURRA)

Call to Order:

- A. The meeting was called to order at 3:02pm followed by the Pledge of Allegiance.

Establishment of a Quorum:

- A. Board members Shane Sommers, Amanda Babinec, and Steve Blacketer were present.
- B. Also present were Trustee Don Hodson, Township Attorney Jeff Bellamy, Township Financial Advisor Jeff Peters, Township Owner's Representative David Rainey, and members of the Washington Township staff.

Consent Agenda:

- A. Blacketer motioned to approve the consent agenda. Babinec seconded the motion. The consent agenda was approved 3-0.

Public Comment:

- A. There were no public comments made aloud or on the chat section of the virtual meeting.

Department Reports

- A. Township Assistance – Presented by Township Assistance Director Bobbie Vickers
 - a. Vickers presented the November report. Babinec welcomed her to the Township. Blacketer asked if utility assistance was down because the Energy Assistance Program is open from November through March. Vickers agreed that was the reason.
- B. Human Resources – Presented by HR Specialist Tracy Justice
 - a. The Board asked about the discrepancy between the amount budgeted for PTO buyback and the amount spent. Sommers asked if it was because employees were using or banking PTO. Justice said many employees did not want to sell back at the 80 percent rate.
- C. Parks – Presented by Park Director Lora Helmick
 - a. Helmick stated she was very proud of her team for running great, safe programming all year despite the challenges of COVID.
 - b. She noted that the department was currently hiring a full-time maintenance position.

- c. Blacketer asked about the reduction in graffiti in the park. Helmick stated that she implemented a rule that all graffiti must be painted over within 24 hours, which has dramatically decreased the incident rate.
- d. Babinec and Helmick discussed the pricing and logistics of Avon Community School Corporation assisting with the cost of camp if the schools were to close for COVID.

D. Fire -- Presented by Fire Chief Dan Smith

- a. Smith said that design meetings were continuing for Station 144. The team had an intensive MEP meeting earlier that morning and a regular design meeting was scheduled for Thursday, December 10. Smith believed the team was getting close to the necessary budget and they were on schedule to begin getting planning approvals.
- b. He informed the Board that the site work for the Training Ground should be completed by the end of the week.
- c. Smith noted that the department was feeling a greater impact from COVID than they had in the Spring. They were working with local hospitals and keeping a close eye on supplies.
- d. Smith informed the Board that department member Eric Linerode had been diagnosed with leukemia and was expected to be out for at least a year. He said the administration was working to see how they could support Linerode through his illness and asked the Board to keep Eric and his family in their prayers.
- e. Sommers asked if staff was healthy. Smith responded that two members had recently been quarantined/impacted by COVID and others were awaiting tests, but the department was working hard to follow protocol and keep everyone safe.

Trustee Report

- A. Hodson informed the Board that the bond closing for Station 144 would be on December 11, 2020. He was working with bond counsel to coordinate signatures with Sommers who would still be under COVID quarantine on that date.
- B. Hodson announced that the annual employee holiday party would be held virtually via Zoom on December 11, 2020. He congratulated the list of employees who were nominated for Employee of the Year: Courtney Lee; Ted Allen; Michael Caldwell; Gerald George; and Melissa Theriault-Thompson.

Old Business

1782 Update

- A. Hodson informed the Board that Smith and Woodard worked together to create the final fire operating budget for 2021 and submitted the revised amount to the State. He was please to announce that the increase for 2021 would only be 3 cents (out of a total 15 cent increase allowed by the State).

Training Ground and Station 144 Update

- A. Smith stated that the site work for the Training Ground was slated to wrap up this week and that he had addressed everything related to Station 144 during his Fire Report.

Murphy Park Update – Presented by Lora Helmick and David Rainey

- A. Helmick said the department had started weekly meetings to complete the design for the park.
- B. She informed the Board that a Request for Proposals had been sent out to find a Construction Manager.
- C. Helmick stated they would be working with the Parks Foundation of Hendricks County to receive grant funds so that firms could take advantage of donating to a 501.
- D. She said that Assistant Director Massa and Blacketer were working together to create an updated operating budget plan.
- E. Blacketer asked again for a larger format version of the park planning timeline.
- F. David Rainey said they would be interviewing five candidates for Construction Manager on December 9, 2020 and planned to choose one by the end of the week.
- G. Rainey said he had met with the Town and County for the planning approval process and it looked like the Township would need to apply for a rezone. The Township engaged Ben Comer to lead the rezone process.
- H. Hodson stated that the current members of the Building Corporation for Station 144 had agreed to serve on the Building Corporation for Murphy Park.
- I. Peters noted that paying off the park debt early would decrease the impact of Murphy Park to the average taxpayer by about \$50/year. It would also decrease the impact to the other taxing entities. Peters added this could not happen until after 2022, so there would be time to evaluate the impact of COVID on Township finances.
- J. Rainey said the project was still on schedule to go out for bid in March.

New Business

- A. Resolution # 120820-01: Surplus Property Resolution
 - a. Blacketer asked if Exhibit A showed the price of the equipment. Helmick responded that the exhibit was included just to list the parts so the Board would know what was being marked surplus. She said the total value was about \$10,000 and the park planned to sell it for close to \$8,000.
 - b. Babinec motioned to approve the resolution. Blacketer seconded the motion. The resolution was approved 3-0.
- B. Resolution # 120820-02: 2020 Group Transfers
 - a. Woodard noted that all groups and line items must have balances greater than \$0 by the end of the year. She explained that the Trustee could write a memo to move funds within groups, but a Board resolution was required to move funds between groups.
 - b. Blacketer motioned to approve the resolution. Babinec seconded the motion. The resolution was approved 3-0.
- C. Resolution # 120820-03: 2020 Internal Controls
 - a. Babinec noted that there were names on the list that did not currently work at the Township. Hodson said it was for the whole year.
 - b. Babinec motioned to approve the resolution. Blacketer seconded the motion. The resolution was approved 3-0.

Public Comment:

- A. There were no public comments.

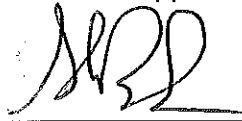
Wishes to be heard:

- A. Hodson thanked everyone for their hard work throughout this tough year.
- B. Woodard noted that she had received Conflict on Interest and Nepotism forms from all Board members and the Trustee.

Adjournment:

- A. Blacketer motioned to adjourn at 4:00 pm. Babinec seconded the motion. The motion to adjourn carried 3-0.

These minutes were approved January 5, 2021



Shane Sommers,

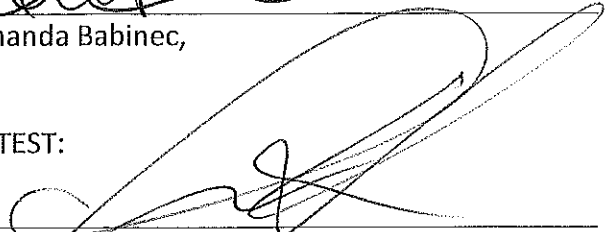


Amanda Babinec,



Steve Blacketer,

ATTEST:



Don Hoatson, Trustee

Next Meeting:

Tuesday, January 5, 2021 at 3:00pm at 311 Production Drive, Avon, IN 46123.