

Board Meeting Minutes

August 22, 2023

MINUTES OF THE MEETING OF THE TOWNSHIP BOARD OF PIKE TOWNSHIP, MARION COUNTY, INDIANA

President David Willis called the Board meeting to order at 5:40 p.m.

Board Members Present: David Willis, Steve Anderson, Cynthia Oda, Claudette Peterson and Burnice Head. Quorum confirmed.

Also present were Trustee Annette Johnson, Phyllis Robinson, Jeffrey Bellamy, Township Attorney, Beth Marsh, CEO of Bookkeeping Plus and Jeffrey Beam, Fire Chief.

Chairperson David Willis gave the Board members time to review the minutes from the July 18, 2023 meeting. Claudette Peterson noted that on Page 1, 4th paragraph, 1st sentence should read “chemical not gas exposure”. Page 2 - Claudette Peterson still wants a Stats Report for assistance for families helped. The report provided from the Gateway at the previous board meeting lists apartment complexes and vendors that were paid. Claudette Peterson said the board voted on a report giving the stats on families assisted and areas helped, wants the minutes to reflect what the board approved.

Motion by Cynthia Oda to approve the July 18, 2023 minutes with noted corrections. Seconded by Claudette Peterson.

Beth Marsh, CEO of Bookkeeping Plus presented two reports one is the Annual Financial Report ran year to date and Worksheet by Function for through July 31, 2023.

The Township should be about 58.33%, currently at 40% and Small Claims Court at 47%, overall only at 45%. Welfare Administration is 31% and Other Direct Poor Relief still at 50%, overall 45%, all on target. Fire Spent 62% benefits front loaded benefits and wages at the beginning of the year. Also high in Professional Services fees at 62%, overall at 62% total. The Cumulative Fire 62%. Overall all funds on track and will be tracking through the end of the year.

Beth also let board members know the Annual Financial Report (AFR) was included in the board packet for them to review and let us know if question. The AFR reflects totals through July so that it shows where we are year to date. The report from the Gateway shows how much was spent in each category like apartments and burials/cremations by vendor but not statistics for assistance.

No further questions on the financials, moved on to presentation of the 2024 Budget..

Beth presented the Budget Estimate for 2024.

In all funds, Personal Services and wages has a 5% increase in wages due to the Cost of Living.

In the Township Fund slight increase in supplies, travel increased with ITA changing location further away and Capital Outlays increased for a new HVAC and parking lot repairs.

Small Claims condensed supplies and added Interpreter Service for \$10,000 in Category 3. Budget did not go up, just reallocated funds. Capital Outlays also increased to help with needed repairs.

Welfare Administration also had an increase in Capital Outlays to help with the HVAC and parking lot repairs.

In Other Direct Poor Relief, Shelter increased since it has been utilized more this year.

In the Fire Fund, the Chief added Category 4, Capital Outlays. Capital Outlays were never budgeted in the fire budget before, but you can budget it that way.

The Cumulative Fund is for major items like buildings and ladders. Cumulative Fund is \$3,000,000. Please review the initial presentation and email Beth with questions. The Public hearing is next month.

Steve Anderson asked why the Public Hearing was on Wednesday. Beth Marsh responded that this is for the initial presentation of the Budget. The Public Hearing was changed to September 27 due to the ITA conference being held at the same time of the regular meeting and Beth Marsh had another Public Hearing on the Tuesday of that week.

Claudette was confused as to why 2023 was on the 2024 Budget report. Beth explained that the 2024 budget is built off the 2023 budget and this is the same report she presents each year.

Claudette Peterson wanted to know if there was a 4% increase in wages. Beth explained that it was 5%. Beth included boards extra pay per meeting which has never been included in the budget. This is why Pay of the Township board reflects 10%.

Claudette asked why Professional Services was 12% and was it arbitrary. Beth explained that she looks at what has been spent currently and if higher increases the budget, basically things are just costing more. Beth explained that her service would be in that budget line, along with Technology, Lawn Service, Security, contractual services, anything performed by a non-employee.

Claudette wanted to know if the 1099 Fire Non-disclosure agreements that the board approved last month are included in this line. Beth said that would be out of the Fire Budget.

Claudette asked how many cemeteries we have. Trustee Johnson said two. Budgets for cemeteries increased to cover maintenance of grounds.

Claudette asked how many burials we had helped with. Beth named two funeral homes both at \$1,295 from the Gateway report. Claudette felt that was a low number considering many people were dying. Trustee Annette Johnson responded that the township had such a great relationship with the funeral homes that they assist with various things like flowers or split cost on the vault. Claudette felt that many people don't know we assist with funerals. Trustee Annette Johnson said that Funeral Directors or the Coroner's Office calls about needs or services in Pike Township. The Trustees office makes sure they are out in the public and makes sure we don't turn people away. Tomorrow evening Trustee Johnson will be attending a Burial Assistance Workshop with nine other Trustees collaborating on what is needed for township assistance with burials.

Chief Jeffrey Beam said he would give a few items since the board received the Fire Report for July in advance to ask questions to him directly.

Chief Beam mentioned they have many apparatus out of service due to issues with getting repair items. May see a Speedway Ladder in Pike Township with the mutual aid with other Fire Departments. Angela Highland was promoted to Lieutenant and has been with the department for 8 years. The Final Inspection on Maintenance Facility will be tomorrow. David Willis inquired if there would be an Open House soon and Chief Beam said yes he wants to get everything in first to show how facility will work.

The Overdose Lifeline was recently installed outside the government center and at two additional fire stations installed at the end of July. Should be re-stocked by government, but our Fire Department also can stock if supplies run out.

Bernice Head asked Chief Beam if the equipment shortage is with maintenance items for repairs, and Chief Beam responded yes.

With no additional questions for Chief Beam, moved to next agenda item, Trustee Johnson's update.

Trustee Annette Johnson said the Overdose Lifeline was installed outside the government center. Again, Trustee Johnson will be attending the Funeral Home Directors workshop tomorrow. Trustee Johnson and Eric Autmon along with the Fire Department will attend a Wellness and Public Education Fair sponsored by Ortho Indy Foundation and YMCA. Giving out book bags and school uniforms. Cynthia Oda commented that the Baby Room was fabulous. Trustee staff will be attending the ITA conference next month.

Attorney Jeffrey Bellamy commented on the ITA conference. He loves seeing all the clients and what is happening in other office. Attorney Bellamy will be presenting a Policies Workshop and some others so he is unable to attend other presentations.

Chairperson David Willis called for Public Comment.

Mrs. Donna Forbes had a question for the Chief on the mutual aid among neighboring counties. Chief Beam said we have mutual aid for sharing apparatus among neighboring counties. Mrs. Donna Forbes saw a Pike apparatus near the CLD building on MLK Drive. She figured Pike was

closer to the area so they responded. Secondly, national home explosions were up and was there any education items. Chief Beam says simple maintenance appliance – turn off.

With no more Public Comments, Chairperson David Willis adjourned the meeting at 6:25 pm.

Next Board meeting:

September 27, 2023 – Public Hearing for Budget