

Board Meeting Minutes

February 27, 2024

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

President David Willis called the Board meeting to order at 5:34 p.m.

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

Also present were Annette Johnson, Trustee, Michael Goodrich, Deputy Chief of Administration, Pike Fire Department, Beth Marsh, CEO Bookkeeping Plus, Jeffrey Bellamy, Township Attorney and Phyllis Robinson, Financial Administrator.

Chairperson David Willis gave the Board members time to review the minutes from the January 02, 2024 Board Meeting. Claudette Peterson had one correction to minutes that she did not abstain but voted no for President. Motion by Claudette Peterson to approve the minutes with the noted correction. Seconded by Burnice Head.

Next on the Agenda was the presentation of Financials for 2023 Year End by Beth Marsh, CEO of Bookkeeping Plus.

Beth Marsh, CEO of Bookkeeping Plus presented an excel report with numbers for the whole year compared to budget.

The Township finished at 69%, every category was within the range. Small Claims Court was at 88%. Again, everything within the range.

Welfare Administration spent 53% and Other Direct Poor Relief was at 81%, all within 66%.

Fire spent 96%. Cumulative Fire finished at 97%. Within all the budget categories all funds were within budget on everything.

Approval of transfers were on the agenda. We would have to vote on transfers, but did not have to vote since everything was within the range. Chairperson, David Willis said so we had a good year last year.

Steve Anderson asked did we have any outstanding bills to pay that we will be seeing this year. We like to keep all bills due in December in that month. We had no encumbrances to carry forward to the next year. David Willis wanted to know how many families we helped. Trustee Annette Johnson wanted to contribute to the fact that bills paid on time is due to Deputy Chief of Administration, Michael Goodrich took on more responsibility in that area making sure the fire

side bills are paid and given to Phyllis. Thank Chief Goodrich for stepping up and he is doing a great job.

Cynthia Oda said what is surprising to her is that we only buried one person. The budget was over \$40,000 with only one burial the whole year.

Trustee Annette Johnson responded that she thought about that today while having a great conversation with the Case Workers. We have had several funerals already this year but resources in the community, word of mouth people direct those in need of assistance to us. Funeral Director Dixon who passed away made sure that if anyone needed help or qualified for assistance in Pike Township, he would send them to the Trustee's Office. We lost a good resource person and with his passing we feel that void there. Also, families go to other places for services, use life insurance policies or also do Go Fund Me Pages.

Cynthia Oda said she was just surprised that so few people used the services. Claudette Peterson commented that with spending at 53%, tells me that people out in the community don't know this building exist. Beth Marsh said the 53% is actually spending for staff. Other Relief is at 91%. Claudette Peterson wants to know what percentage is for actual Poor Relief. Beth Marsh said Other Direct Poor Relief for assistance is at 85%, which is up over other years. Beth mentioned as another reference, Shelter was over budget, which is fine, by \$31,500, shelter, a lot of rent given out. Claudette says when given reports, by category they mean absolutely nothing to her. Beth said the TA7 in the Annual Financial Report shows numbers of assistance by Category. Claudette said when she is asking for where we're spending money, who and how many, back to David's question we never know how many families we helped, never given a report. When we meet every other month, we should get a report telling us how many families we have impacted, she is more concerned with the people. We have new cultures, especially on the south side of Pike that Claudette can't believe that they are not in need in every area. Claudette said she had talked to Senior Citizens, who if they qualified, could receive assistance with prescription drugs. Claudette had also talked to residents at Robin Run who said this had never been discussed as many times as we have asked them to vote. So that is all that Claudette is asking for which is basic stuff.

Trustee responded that we help people. Go to Page 46 of the AFR and it tells how many people we help. The Trustee said it is in the report given to the board every year.

Chairperson, David Willis does not understand why we argue at every meeting. He feels the Township is being run very well, with no issues, why do we have to argue.

Motion to approve the Year End Financial Report for 2023 by Steve Anderson. Seconded by Burnice Head.

Cynthia Oda wanted to say something, this is just her personal opinion. She would hate for a board member to say something and it is overlooked. Cynthia said what was asked of us, is if we just had numbers like we served 50 families that would make the reports make sense. As a board member we were elected to review the numbers and make sure we understand the reports because we were elected to serve the public. If I ask something as simple as how many people

we served, what took place, this is just for my information, answer the question. There might be people who didn't know those services exist. Chairperson David Willis wanted to know how many asked for burials, Trustee responded only four. David then asked the Trustee how many people came in that qualified for burials. Trustee Johnson responded only one.

Cynthia Oda said we were missing the point. We are only trying to see if we need other strategies to get information out to the people. People have to understand that this is the Trustees office and those services are available to them.. Claudette said we are a board of five, responsible for dollar and cents. If 300 families were helped the first 30 days or 90 days, we should know that. If 125 were helped between June and July, we should know that. If a board is run like this it is a real travesty to an organization. I have set on boards before. Now we can continue.

Next on the agenda was the Annual Financial Report for 2023.

Beth Marsh presented the Annual Financial Report Gateway (AFR) for 2023. It is 49 pages, so she will not go through every page.

Page 2 - Funds with beginning balances (at 1/1/2023, receipts, disbursements and ending balances at the end of the year)

Page 3 to Page 4 - Receipts by Funds (COIT, LIT, Property Taxes, Court Docket Fees, etc)

Page 5 to Page 8 - Disbursements by Funds by Categories (1-Personal Services, 2-Supplies, 3-Service and Charges, and 4-Capital Outlays)

Page 9 to Page 40 - Every grouping by the Fund and every Category by every Vendor paid

Page 41 - Listing of Funds again, just a repeat

Page 42 - Deficit Fund Balance (0)

Page 43 - Transfers In and Transfers Out (0)

Page 44 - Capital Assets (Beginning balances minus depreciation leaving ending balance)

Page 45 - Accounts Payable (encumbrances was 0)/Accounts Receivable (New – Balance of EMS, 1.8 million)

Page 46 to Page 48 - TA7 (Request for assistance – 1217, Recipients – 927 and households – 453 also show Burials, Funerals, Cremations, Shelter, Utilities, dollars and numbers)

Page 49 - Pensions (PERF and 1977 Police and Firefighter's Fund)

Question regarding the Annual Financial Report.

Claudette had questions in regards to various items in the annual report.

On Page 47, is the \$2,590 for Burials/Cremation is that an overage. Attorney Jeffrey Bellamy, replied not a shortage or overage for Township. Guidelines to track what the value of the service versus the discount, tracking method.

Page 3 - Receipts of \$20,821.43 Court Cost and Fees – this are fees collected by court and are paid to the Trustees office

Donations – \$3,000 (3 individual \$1,000 donations)

This report used to list individual salaries, reported by departments on AFR, now required to report individual salaries on the 100R report on the Gateway.

What are Regions Credit Card charges – Chief Goodrich responded that invoices or receipts are submitted to support charges on monthly bill, check is written to Regions Bank to pay monthly balance. The invoices are stored at Trustees office, certain vendors don't do invoicing. Also used to pay airfares and travel/hotel for training/conference. (Only 2 cards used by Fire only, one for Admin and one for Operations)

Chief Goodrich also explained that we have a fleet card for all apparatus, but that is invoiced on a monthly basis.

Claudette saw Chief Tragesser payments – Chief Goodrich shared that Chief Tragesser initiated the Contamination Unit, payments are for acting as an consultant to complete the project.

Phyllis Robinson apologized for not delivering the AFR to the board in a timely manner.

In regards to RHIF, \$1000 per year is contributed on behalf of each fire fighter as part of their compensation in January. Chief Goodrich did not have info with him regarding percentage paid by Township.

Chief Beam puts in report outstanding, Chief Goodrich doesn't have in front of him, generally bill about 10 million and receive about 35%.

Claudette is talking about using the collection agency and where do we stand with that. What is the return on investment, last year there \$250,000 – uncollectable. Chief Goodrich said the billing agent collects and returns the funds to Township, but he does not have how much we have recouped. Cynthia wanted to know if they could get the info, because they have asked question before and don't have any idea how that's working. Chief Beam usually sends to the board but Claudette did not bring with her, that's why she's asking. Claudette asked to have the figures emailed to the board.

Motion to approve the Annual Financial Report for 2023 by Claudette Peterson and seconded by Cynthia Oda.

There are no transfers to be approved so the next order of business is PTFD updates. Michael Goodrich, Deputy Chief of Administration is pinch hitting for Chief Beam tonight.

Just a few highlights from January.

Two most senior firefighters retired, Daniel Doolin with over 40 plus years and Jim Campbell with over 39 plus years of service.

The first week of January we started Joint Recruit School with a total of 17, 6 Pike Recruits, 7 from Zionsville, 2 from Lawrence and 2 from Lebanon. This week and next week they are

wrapping up EMT portion and the national written test next week. In March they will transition to the Firefighters portion.

There were 1231 incidents in January, 3% increase over December, and almost an 11% increase over the previous January. There were 10 working building or house fires. Claudette wanted to know how many times the Decontamination Facility has been used. Chief Goodrich said that is not something they track every time they have a fire, he does not have an exact figure, but would say at least 10 times in January and some in the fall especially with car fires because of oil and gasoline. Steve Anderson asked if the recruits use the facilities while training. The new recruits gear is cleaned frequently to keep them healthy and safe. Claudette asked Chief Goodrich to ask Chief Beam to include in his reports the number of times the facility is used and how long it takes a unit away from there station while using the unit.

The next order of business is an update from Trustee Annette Johnson.

Trustee Johnson wanted to thank everyone that came out to the board meeting that are engaged in the community and everyone that attended the Fire Department's Award Banquet. You have a copy of the annual highlights to review. I am very excited about our relationship with Marathon Health. If you look over the list you will see the things that I was able to do. A lot of things I do is out in the community because I do want to be a Trustee that is out in the community.

Other than that, she thanks everyone for what they do.

Public Comments

Pat Magnuson's question is what do the District Leaders do to provide info to the people they support? Claudette responded their main job is check and balances and to verify that the Trustee's office are spending your tax dollars correctly.

Cynthia responded to Pat's question. Cynthia said she represents District 3. She never gets questions regarding the board meetings, just all the other problems within Pike Township. She attends functions in the community, and has 6 senior facilities. As a board there is no formal way.

Claudette suggested, get one or two people in the public, after elections to relay guidelines out to the public having the issues.

Steve Anderson tries to get info out to veterans needing assistance.

Claudette Peterson understood that the Township hired a Lobbyist. She wanted to know who the Lobbyist is, how much we pay and what budget line item will this be deducted from. Chief Goodrich did not have that info with him.

Comment from public was asked, how many in the fire districts. The fire districts have to be split pretty equally among each district. Per the latest census Pike's population is around 96,000.

Ms. Oda asked Judge Stephens to come up with the number of evictions at the club meeting. Last year 2300 filed for evictions. Judge Stephens said 1/3 don't show up, 1/3 get dismissed and the remaining 1/3 get some sort of a payment arrangement when appearing at court. The number

18% actually appear before the Judge, and work out a payment arrangement. Currently he works out about 7,500 to 10,000 payment plans. Pike has a lot of resources so our figures are low for evictions. Seeing more in Trustee assistance, city has no money and covid funds are exhausted.

Claudette Peterson asked how the Board can navigate through guidelines to better help people in crisis needing burial assistances.

Jeffrey Bellamy, Attorney, said the State would have to modify the statues, it's out of the Trustees hand. The township is the last resort, some contributions. Funds would need to be raised or the amount to contribute more than 10% or 20% for Indigent burials. To get the standards change it will take a Legislature's Act. Other needs are more important. Claudette said that's a discussion to have with the Legislatures.

With no more Public Comments, Chairperson David Willis adjourned the meeting at 6:55 p.m.

Next Board meeting:

March 16, 2024

“Much discussion occurred from Board Members regarding disappointment with the type of reports given at board meetings. Board Members want more statistical information on the number of people that are receiving assistance with funerals, burials and rent rather than percentages of what is spent, doesn't help them.”