

Benton Township Board Meeting Amended Minutes

August 14th, 2019
7606 E State Road 45, Bloomington, IN, 47408

Attendance

- Michelle Bright, Trustee
- Joe Husk, Chair
- Hans Kelson, Secretary
- Lynn Stevens, Board Member
- Melinda Husk
- Jim Koch
- Mary Alice Cox
- Matt Bright

Meeting called to order at 6:30 PM

Approval of Minutes

Motion to Approve July Minutes: Kelson
Second: Stevens
Approved Unanimously

Financial Report

Rainy Day Fund

- YTD Expense: \$1,102
- Appropriation Balance: \$98,898.02
- Cash Balance: \$195,004.98

Township Fund

- YTD Expense: \$53,665.39
- Appropriation Balance: \$29,334.61
- Cash Balance: \$115,011.24

Township Assistance Fund

- YTD Expense: \$4,331.96
- Appropriation Balance: \$15,668.04
- Cash Balance: \$97,736.08

Firefighting Fund

- YTD Expense: \$174,832.09
- Appropriation Balance: \$218,167.91
- Cash Balance: \$426,446.46

Cumulative Fire Fund

- YTD Expense: \$0
- Appropriation Balance: \$299,555.00
- Cash Balance: \$332,245.28

Recreation Fund

- YTD Expense: \$11,663.36
- Appropriation Balance: \$4,336.64
- Cash Balance: \$9,398.10¹

Deposits

- Local Income Tax: \$10,959.00
- Interest from Trust Indiana: \$1,857.82
- We did not receive a restitution payment from Heather Cohee this month.

Township Assistance Reports

June

- One request for assistance, did not follow up.
- Extra large donation of Depends, Feminine Hygiene Products, Protein Shakes, and some food. We did not have space, so we forwarded most of it on to Sherwood Oaks and Area 10 Agency on Aging. This will be closer to their needs than ours.
- Pantry was used once, for a total of \$35.
- Started another vegetation complaint, discovered that the owner had contracted with our regular mowing crew.

¹In the original version of this document, this amount was incorrectly stated as \$90,498.10.

July

- Three requests for assistance:
 - One approved for electric assistance of \$320.20.
 - One wanted help with a car loan, which we can't do. Connected her with the Salvation Army.
 - A gentleman we've helped before who has cancer will need help with electric service soon. Also connected him with agencies to assist in applying for disability.
- One \$30 donation to the pantry.
- Pantry was used 3 times for a total of \$184.

Trustee Report

2020 Budget

- Preliminary budget workshop occurred on August 2nd. Proposed changes for 2020 are outlined below:

- Township General:

Budget Line	2019 Amount	2020 Proposed Amount
Salary of Clerical Help	\$4,432.09	\$4,690
Salary of Deputy Trustee	\$977.00	\$978.00
Social Security - Township Share	\$1,850.00	\$2,000.00
Vegetation Complaints	New Line in 2020	\$500.00
Other services and charges ²	\$3,584.00	\$2,653.00

- Recreation Fund:

Budget Line	2019 Amount	2020 Proposed Amount
Other Charges	\$6,000.00	\$4,000.00
Capital Outlays - Danny Smith Park	\$10,000.00	\$0.00

- Fire Fund:

Budget Line	2019 Amount	2020 Proposed Amount
Part Time Staff (\$18/27 hrs/52 weeks)	\$25,275.00	\$0
Part Time Staff (\$18/8 hrs/52 weeks)	\$0	\$7,488.00
FICA/Medicare	\$2,225.00	\$600.00
Worker's Compensation	\$5,000.00	\$0.00
Contractual Payments-Benton Township Volunteers	\$24,000.00	\$16,000.00
Automobile Expenses	\$5,000.00	\$8,000.00
Additional due to recognition	\$3,000.00	\$0.00
Repair and Maintenance	\$5,000.00	\$7,500.00
Other Expenses	\$2,000.00	\$10,000.00

- Cumulative Fire Fund:

- * Currently there is no planned spending from the Cumulative Fire Fund. The current budget assumes that the maximum amount will be spent, but that is not likely.

Heather Cohee Update

- Hearing was on August 6th, proceeding supplemental was held telephonically.
- Garnishment order remains in place.

²This is a line item inside the category "Other Services and Charges".

Property Upgrades

- Will have the parking lot repaved, repainted
- Will install lights for flags

Vegetation Policy

- Added section about wildlife concerns
- Moved/Added sections of Indiana code to streamline readability
- Motion to Approve Vegetation Policy: Kelson
Second: Stevens
Approved Unanimously

Danny Smith Park

- Got a public thank-you on Facebook
- Updates from Ryan Steele:
 - Storage shed almost done, still working on electrical service to it
 - Signing a security light contract with Duke Energy
 - Representatives from IU School of Public Health helping with a plan for the trail/play areas
 - Working on having a community sale in October
- Motion to Approve Extension of project timeline to no later than January 1, 2020: Stevens
Second: Kelson
Approved Unanimously

Richardson Cemetery

- Paperwork has been filed with the Monroe County Clerk to title Richardson Cemetery to us.
- Two adjacent neighbors have signed a petition in support.
- Received a nice thank-you note from one neighbor.

Stepp Cemetery

- Wanda Walls was buried beside her parents in Stepp Cemetery.
- The funeral home shared that the Walls family gets together there every year for a reunion.

Fire Department

Volunteer Application

- Had a gentleman apply to join the volunteers. He is a firefighter only- no current EMS certification. This will raise our active numbers to:
 - One Administrative only
 - Two Firefighters- no medical certification
 - One Firefighter + Medical First Responder
 - One Firefighter + Paramedic
- Almost all of our runs are medical runs.

Public Safety LIT update

- Received \$65,602.54 from Public Safety LIT for station infrastructure work, extrication tools, and gas meters.

Building issues

- Received report from the structural engineer. He advises that the second floor should be supported with additional beams and columns, and that it be used for fire department staff only.
 - Looking for a contractor to perform the work.

New Tanker

- Worked with Zach and Donley for the purchase of a new engine tanker. Utilised a cooperative purchasing group called SourceWell.
 - Cost will be covered, as budgeted, from Cumulative Fire as well as Rainy Day.
 - Will pay for the chassis when it is delivered to the factory, and will pay for the rest when it is delivered to us.
 - Capacity of the new tanker is 2100 Gallons.

Fire District Discussions

- Van Buren and Bloomington Townships held public meetings for the Fire District discussion.
 - Van Buren's tax rate impact will be around \$1 for the first year.
 - Bloomington's tax rate was set to decrease.
 - Remonstrance periods started the Friday after the meetings.
- Spoke with Chief Dillard about our timeline for joining the District.

Truck Checks

- Station 14 truck checks continue to find issues:
 - Engine 14-1 will not go into pump gear
 - Various tires don't hold air
 - EMS supplies and fire extinguishers are expired
 - Porta-power and extrication tools are broken
 - Several chainsaws are broken
 - Gas nozzle was kinked and broken
 - Dump tank on tanker was broken
 - Building air compressor piping is made of PVC pipe and electrical conduit
- We are in the process of resolving these issues.
- Report from Deputy Chief Bright:
 - After a rough start, the truck checks have settled down and seem to be going well.
 - Currently we are over 60 identified issues.
 - Most issues have been supply-related.

- Checks generally take 1-2 hours, and we generally only find previously-reported maintenance issues.
- An additional benefit has been the ability to respond to calls in Benton using the apparatus from Station 14. This has happened 4 times, and results in much faster response for township residents.
- Took a trip to Station 14. The cleanliness and organization of the place has made a major improvement, and for the most part the apparatus look up to NMFT standards.
- I believe that this program will greatly assist in recruitment efforts for more volunteers.
- We are working to get enrolled in a program which provides a major discount on new tires.

Part time staff position

- It has become apparent that the task of getting everything up and running properly is more than what our current volunteer force is up to. To provide incentive to actually get this done, we have created a part-time position to perform maintenance. Currently, it is filled by Zach Shaw. This person will:
 - Take care of Township-owned Vehicles, Equipment, and Buildings.
 - Clock out before going on runs or performing any other volunteer association work (trainings, recruitment, etc.)

Volunteer Contract

- For 2020, I recommend that we reduce the amount of the volunteer contract from \$24,000 to \$16,000. Last year, \$1,000 was paid to the Captain, \$5,000 was paid to the Assistant Chief and Chief, and the rest (approximately \$16,000) was paid to 12 volunteers for run money. This reduction would leave \$10,000 to be paid to 4-5 volunteers. The \$8,000 freed up by this reduction will pay for the part time position described above.
- Items to add to the contract:
 - Stipulation that part time or career staff from departments in which we contract with (NMFT or MFD in the future) can join as volunteers, but cannot be paid from both departments for the same run.
 - Acknowledgement that the Association is responsible for any payroll tax liabilities to the IRS.
 - Formalizing the process of requesting training money in advance and a deadline for reimbursement.
 - Formalizing that the Township will take over the ongoing repair/maintenance of Township-owned vehicles, equipment, and buildings.
 - Formalizing that I may hire someone within our outside of the corporation to manage these duties.
- The board agrees to wait to make a determination until the next meeting, to give time to think about these issues.

Next Meeting

- Next meeting is on September 11th, and our budget hearing/adoption is on October 9th.

Approval

- Motion to Approve Trustee Report: Kelson
Second: Stevens
Approved Unanimously

Fire Department Reports

NMFT July Report

- BTVFD Only: 1
- NMFT Only: 3
- Both Units Respond: 11
- Disregarded by Dispatch: 1
- NMFT responded from Station 14: 4

Approval

- Motion to Approve NMFT July Report: Stevens
Second: Kelson
Approved Unanimously

BTVFD May and June run reports:

- Motion to Approve BTVFD run reports: Stevens
Second: Kelson
Approved Unanimously

BTVFD July run report:

- Have not received the July report yet.

Adjournment

- Motion to Adjourn: Stevens
Second: Kelson
Meeting adjourned at 8:00