

# Benton Township Board Meeting

October 14th, 2020  
7616 E State Road 45, Bloomington, IN, 47468

## Attendance

- Joe Husk, Chair
- Hans Kelson, Secretary
- Lynn Stevens, Board Member
- Michelle Bright, Township Trustee (Via Zoom)

**Meeting called to order at 6:41 PM**

## Approval of Minutes

- Motion to approve Minutes from September 16th: Kelson  
Second: Stevens  
Approved Unanimously

# Reports

## August Financial Report

### Rainy Day Fund

- YTD Expense: \$0.00
- Budget Remaining: \$215,000.00
- Cash Balance: \$240,713.59

### Township Fund

- YTD Expense: \$59,653.82
- Budget Remaining: \$23,346.18
- Cash Balance: \$140,866.80

### Township Assistance Fund

- YTD Expense: \$42,164.84
- Budget Remaining: \$17,835.16
- Cash Balance: \$93,436.84

### Firefighting Fund

- YTD Expense: \$203,925.50
- Budget Remaining: \$170,274.50
- Cash Balance: \$283,581.78

### Cumulative Fire Fund

- YTD Expense: \$365,909.79
- Budget Remaining: \$64,090.21
- Cash Balance: \$113,303.25

### Recreation Fund

- YTD Expense: \$7,235.61
- Budget Remaining: \$1,764.39
- Cash Balance: \$6,381.58

### Shelter Insurance COVID Fund

This is from money donated by Jenny Burton of Shelter Insurance for COVID-19 relief food boxes.

- YTD Expense: \$489.32
- Cash Balance: \$510.68

**Deposits**

- Local Income Tax: \$11,440.17
- Trust Indiana: \$82.70
- Returned Township Worker's Comp. Insurance Premium: \$682.00

**Approval**

- Motion to Approve Financial Reports: Kelson  
Second: Stevens  
Approved Unanimously

## **Trustee's Report**

### **Fire Department**

#### **Remodel**

- We are finishing contract negotiations with Building and Associates. Work should begin approximately November 2nd.
- We will pay \$280,000 between now and December 31st. This is close to the contract amount for Phase One of construction. The remainder of the contract will be paid for next year, and may require additional appropriations.
- Trustee Bright, Chief Powers, and a representative of the Fire District met to discuss the project.
  - Volunteers will move items from the living space (to be remodeled in Phase One) into the west bay before construction starts.
  - Professional movers will come to move heavy items on October 29th.
  - Chief Powers will likely take 14-8 home when he is available to respond on runs, and has offered to store the boat at his garage over the winter.
  - We anticipate no disruption of service. The volunteers will still have access to all the vehicles, although they may have to move around the property.

#### **Grants**

- We were awarded \$3,050 grant from Indiana Department of Natural Resources for 800MHz pagers for our volunteers.

#### **Fire District**

- Washington Township is now in the process of joining the fire district. Their financial estimate shows an increased tax rate, however, the budget used in that calculation is more than is likely. It does not take into account the \$3.8 million grant received by the district for staffing, and assumes that Washington Township will have a fully staffed fire station.

## **October Township Assistance Report**

- One application request. Was directed to the correct township.
- Food Pantry was not used this month. We have not been open to the public, as it is impossible to keep 6 feet of distance with people in our office. Some regulars have still picked things up.
- We had one Food Pantry donation worth \$25.00.
- The woman whom Pam helped apply for the Hardest Hit Fund has been approved.

### **Approval**

- Motion to Approve Trustee's Reports and Township Assistance Reports: Stevens  
Second: Kelson  
Approved Unanimously

## **Fire Reports**

### **BTVFD Report**

- Runs Dispatched: 21
- Runs Made by BTVFD: 10
- Average number of BTVFD firefighters responding: 1.2
- Volunteer Hours: Left Blank

### **Approval**

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

## **NMFT Reports**

### **August**

- NMFT Only: 7
- BTVFD Only: 0
- Both Units Respond: 7
- No Data: 4

### **Approval**

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

## **New Business**

### **Additional Appropriation and Reduction to the Firefighting Fund**

- Matt Fisher, our part-time maintenance person, has not logged any hours since January. Additionally, His position is no longer necessary as we transition to having full-time staff at the fire station. Therefore, we are moving the remainder of the budget for his salary to Other Services and Charges, to free it up for future use.
- This is, in effect, a transfer, but we write it out as an additional appropriation and then a reduction.
- Adds an Additional Appropriation of \$5,000.00 to the Firefighting Fund, detailed by budget line below:
  - Other Services and Charges: \$5,000.00
- Reduces the appropriated budget of the Firefighting Fund by \$5,000.00, detailed by budget line below:
  - Personal Services: \$5,000.00

### **Approval**

- Motion to Approve Additional Appropriation and Reduction: Kelson  
Second: Stevens  
Approved Unanimously

### **Additional Appropriation and Reduction to the Township Fund**

- We had to make some non-standard purchases in order to get ready for our Fire District Public Meetings.
- This is, in effect, a transfer, but we write it out as an additional appropriation and then a reduction.
- Adds an Additional Appropriation of \$1,000.00 to the Township Fund, detailed by budget line below:
  - Supplies: \$1,000.00
- Reduces the appropriated budget of the Township Fund by \$1,000.00, detailed by budget line below:
  - Other Services and Charges: \$1,000.00

### **Approval**

- Motion to Approve Additional Appropriation and Reduction: Stevens  
Second: Kelson  
Approved Unanimously

### **Additional Appropriation and Reduction to the Cumulative Fire Fund**

- There was likely a previous additional appropriation made to the Cumulative Fire Fund, which we now want to spend on our remodel.
- This is, in effect, a transfer, but we write it out as an additional appropriation and then a reduction.
- Adds an Additional Appropriation of \$141,000.00 to the Cumulative Fire Fund, detailed by budget line below:
  - Other Services and Charges: \$141,000.00
- Reduces the appropriated budget of the Cumulative Fire Fund by \$141,000.00, detailed by budget line below:
  - Capital Outlays: \$141,000.00

### **Approval**

- Motion to Approve Additional Appropriation and Reduction: Kelson  
Second: Stevens  
Approved Unanimously

## 2021 Fire District Contract

- The Fire District has been very amenable to everything we need. This contract establishes that the fire district will:
  - Staff two fully equipped Firefighter/EMTs at the existing Township Fire Station.
  - Send necessary units to respond to Fire or Medical emergency calls within Benton Township.
  - Provide Fire Prevention Education upon request.
- It also establishes that Benton Township will:
  - Pay the Monroe Fire Protection District \$315,000.00, in monthly increments of \$25,250.00.
  - Provide the Monroe Fire Protection District with a non-cash transfer of apparatus in the form of a tender “14-7” at market value of \$85,000.
  - Cover the operational costs of the fire station including insurance, utilities, volunteer contract, training, repair/maintenance through December 31, 2021.
  - Complete proposed renovations and equipment purchases necessary for staffing the fire station.
- Other Terms Mutually Acknowledged and Agreed To:
  - a. The services described in Section 1 above shall be subject to the same rules and regulations that apply to the services provided by the Monroe Fire Protection District within the boundaries of Monroe Fire Protection District.
  - In the event that the Monroe Fire Protection District receives a dispatch call for an emergency in Benton Township while all available equipment and/or personnel are responding to a different call or otherwise in use within Monroe Fire Protection District or another location, no equipment or personnel will be dispatched to Benton Township until available.
  - In the event Monroe Fire Protection District equipment and/or personnel are responding to a call or otherwise in use within Benton Township, such equipment and/or personnel will not be recalled to the Monroe Fire Protection District or another location until the response has been completed within Benton Township.
- This agreement commences at 12:01 a.m. on January 1, 2021 and expires at 11:59 p.m. on December 31, 2021, unless terminated with the mutual agreement of both parties.

## Approval

- Motion to Approve 2021 Fire Protection Service Agreement: Kelson  
Second: Stevens  
Approved Unanimously

## 2021 Budget Adoption

- There have been no significant changes since we reviewed the budget at our last meeting. Total amounts per fund are listed.
  - Township General Fund: \$63,000.00
  - Township Assistance Fund: \$40,000.00
  - Fire Fund: \$415,000.00
  - Cumulative Fire Fund: \$160,000.00
  - Recreation Fund: \$5,000.00
  - Rainy Day Fund: \$0.00

## **Approval**

- Motion to approve 2021 Budget: Kelson  
Second: Stevens  
Approved Unanimously

## **Resolution Establishing Salaries of Township Officers and Employees**

- Township Trustee: No increase, \$16,560.00 per year.
- Township Board Members: No increase, \$977.00 per year.
- Township Clerk: 3% Cost of Living Adjustment, \$15.45 per hour
- Township Assistance Investigator: 3% Cost of Living Adjustment, \$15.45 per hour.
- When the Trustee is away, the Deputy Trustee can choose to either work normal hours as Clerk/Investigator, or claim \$50 per day.
- A resident asked whether the Township Trustee's salary would be decreased due to the Fire Department Merger with the Monroe Fire Protection District. This is not possible due to Indiana Code 36-6-6-10, which states in part "The township legislative body may reduce the salary of an elected or appointed official. However, except as provided in subsection (h), the official is entitled to a salary that is not less than the salary fixed for the first year of the term of office that immediately preceded the current term of office."

## **Approval**

- Motion to Approve Resolution Establishing Salaries of Township Officers and Employees: Stevens  
Second: Kelson  
Approved Unanimously

## **Public Comment**

- There was no Public Comment at this meeting.

## **Adjournment**

- Motion to Adjourn: Kelson  
Second: Stevens  
Meeting adjourned at 7:28