

Benton Township Board
Unionville Senior Center
7616 East State Road 45 Bloomington, IN 47408

Meeting Notes for Jan 10, 2024

Attendees:

Michelle Bright - Benton Township Trustee
Joe Husk - Board Chair
Jake Dodds - Board Secretary
Sean McInerney - Board Member

- **Meeting called to order 6:43pm**

- **Approval of Minutes**
A motion to approve the meeting notes from November 8th, 2023, and January 2, 2024 was made (McInerney) and seconded (Dodds). Motion was approved unanimously.

REPORTS

- **Financial Report**
The board received copies and Trustee Bright read aloud for review, the Financial Reports for both November and December 2023. (A summary of each month is attached to this document.)
 - In November \$80.40 was deposited in the Township Fund, 40 cents of which was a refund of bank fees.
 - For clarification a payment was made early for 2024 Insurance from the Township fund. This might reflect what could appear to be a double payment for 2023.
 - In December, \$60.41 from the covid donation fund was used to purchase groceries for a resident suffering from Covid . (This is a clarification of the voice recording which accidentally states a larger amount)

The board had no questions regarding the Financial Report. A Motion was made for approval of the November and December 2023 Financial reports (McInerney) and seconded (Dodds). Motion was approved unanimously.

- **Trustee's Report**

The Trustee's Report was read aloud by Trustee Bright.

- Trustee Bright reached out to the DLGF representative regarding Benton Townships' Local Income Tax (LIT) figures. Our representative recommends setting up a meeting in the spring. The Trustee recommends one member attend the meeting since 2 or more board members attending would institute a quorum and require the meeting to be advertised properly.
- The township was unable to offer holiday baskets this year due to a lack of private donations that typically covers the baskets. The 4-H hotshots were also unable to commit to sponsoring families this season.
- A concerned taxpayer reached out to Trustee Bright regarding a Monroe County Development Ordinance relating to a 15% slope building rule. The taxpayer requested the trustee speak on behalf of the township residents. It is the trustee's opinion not to speak on matters outside of the Trustee's office roles.
 - The trustee offered to facilitate a taxpayer meeting so residents could come receive information and ask questions. In July 2023 the trustee was contacted by Monroe County Planning regarding using the Unionville Senior Center for public listening sessions. This was referred to the Senior Center President who is responsible for scheduling the facility.
 - In early November 2023 the trustee posted information regarding a public listening meeting on the Benton Township Facebook page.
 - The Unionville Senior Center was ultimately not selected as a meeting place. The trustee offered to host another session, but the timeline for public comment had already closed. Concerned citizens are advised to contact Monroe County Planning Department.
- The trustee will provide the 2023 Annual Report at the next meeting on February 14, 2024.

The board had no questions regarding the Trustees' Report. A motion was made to approve the Trustees' report (McInerney) and seconded (Dodds). The motion was passed unanimously.

- **Township Assistance Report**

The board received copies of and Trustee Bright read aloud for review, the Township Assistance Reports for both November and December 2023.

(A summary of each month is attached to this document.)

- Board member Dodds asked about the initials after the paragraphs from the November township assistance notes. Trustee Bright noted that those help her provide more information if the board has specific questions regarding township assistance requests.

The board had no further questions regarding the Township Assistance Reports for November and December 2023. A motion was made to approve the Township Assistance reports for November and December of 2023 (McInerney) and seconded (Dodds). The motion was passed unanimously.

OLD BUSINESS

- There was no Old Business at this meeting

NEW BUSINESS

- **2024 Investment Policy**

The board received copies and Trustee Bright read aloud for review, the 2024 Investment policy. (A summary of this report is attached to this document.) No changes were made to the township's investment policy for 2024.

The board had no questions regarding the 2024 Investment policy. A motion was made to approve the 2024 Investment Policy (McInerney) and seconded (Dodds). The motion was passed unanimously.

PUBLIC COMMENT

There was no public comment at this meeting.

ADJOURNMENT

Seeing no public comment at 7:04pm Chair Husk asked for a motion to adjourn (McInerney) seconded (Dodds). The motion was passed unanimously.

FINANCIAL REPORT

OCTOBER 2023	2023 Budget	Month to date Expense	Year to date Expense	Remaining Approved Budget	Cash Balance	Deposits	Local Income Tax	Trust Indiana
Rainy Day Fund	\$ 10,000.00	\$ -	\$ 6,305.00	\$ 3,695.00	\$ 52,894.64	\$ -	\$ -	\$ 205.52
Township Fund	\$ 87,500.00	\$ 2,519.29	\$ 68,506.49	\$ 18,993.51	\$ 294,434.25	\$ -	\$ 4,360.08	\$ 1,053.96
Welfare Admin/Direct Asst	\$ 40,000.00	\$ 1,144.41	\$ 14,247.83	\$ 25,752.17	\$ 76,565.26	\$ -	\$ -	\$ 373.99
Recreation Fund	\$ 12,500.00	\$ 784.97	\$ 10,468.87	\$ 2,031.13	\$ 5,982.61	\$ -	\$ -	\$ 23.41
COVID Donation Fund	N/A	\$ -	\$ -	N/A	\$ 510.68	\$ -	\$ -	\$ -
Township Donation Fund	N/A	\$ -	\$ 78.62	N/A	\$ 0.83	\$ -	\$ -	\$ -
Volunteer Fire Dept Donation Fund	N/A	\$ -	\$ -	N/A	\$ 3,378.70	\$ -	\$ -	\$ -
TOTALS					\$ 433,766.97	\$ -	\$ 4,360.08	\$ 1,656.88

NOVEMBER 2023	2023 Budget	Month to date Expense	Year to date Expense	Remaining Approved Budget	Cash Balance	Deposits	Local Income Tax	Trust Indiana
Rainy Day Fund	\$ 10,000.00	\$ -	\$ 6,305.00	\$ 3,695.00	\$ 53,095.47	\$ -	\$ -	\$ 200.83
Township Fund	\$ 87,500.00	\$ 2,976.26	\$ 71,482.75	\$ 16,017.25	\$ 296,848.45	\$ 80.40	\$ 4,360.08	\$ 1,029.98
Welfare Admin/Direct Asst	\$ 40,000.00	\$ 993.24	\$ 15,241.07	\$ 24,758.93	\$ 75,937.46	\$ -	\$ -	\$ 365.44
Recreation Fund	\$ 12,500.00	\$ 290.62	\$ 10,759.49	\$ 1,740.51	\$ 5,714.87	\$ -	\$ -	\$ 22.88
COVID Donation Fund	N/A	\$ -	\$ -	N/A	\$ 510.68	\$ -	\$ -	\$ -
Township Donation Fund	N/A	\$ -	\$ 78.62	N/A	\$ 81.83	\$ -	\$ -	\$ -
Volunteer Fire Dept Donation Fund	N/A	\$ -	\$ -	N/A	\$ 3,378.70	\$ -	\$ -	\$ -
TOTALS					\$ 435,567.46	\$ 80.40	\$ 4,360.08	\$ 1,619.13

DECEMBER 2023	2023 Budget	Month to date Expense	Year to date Expense	Remaining Approved Budget	Cash Balance	Deposits	Local Income Tax	Trust Indiana	General Property Tax	License Excise Tax	Comm Veh Excise Tax
Rainy Day Fund	\$ 10,000.00	\$ -	\$ 6,305.00	\$ 3,695.00	\$ 53,304.05	\$ -	\$ -	\$ 208.58	\$ -	\$ -	\$ -
Township Fund	\$ 87,500.00	\$ 9,401.63	\$ 80,884.38	\$ 6,615.62	\$ 300,883.72	\$ 245.00	\$ 4,360.12	\$ 1,069.61	\$ 9,551.77	\$ 711.11	\$ 750.77
Welfare Admin/Direct Asst	\$ 40,000.00	\$ 2,560.33	\$ 17,801.40	\$ 22,198.60	\$ 77,479.57	\$ -	\$ -	\$ 379.52	\$ 3,228.77	\$ 240.37	\$ 253.78
Recreation Fund	\$ 12,500.00	\$ 179.23	\$ 10,938.72	\$ 1,561.28	\$ 6,490.19	\$ -	\$ -	\$ 23.82	\$ 807.19	\$ 60.09	\$ 63.45
COVID Donation Fund	N/A	\$ 60.46	\$ 60.46	N/A	\$ 450.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Township Donation Fund	N/A	\$ -	\$ 78.62	N/A	\$ 81.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volunteer Fire Dept Donation Fund	N/A	\$ -	\$ -	N/A	\$ 3,378.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS					\$ 442,068.28	\$ 245.00	\$ 4,360.12	\$ 1,681.53	\$ 13,587.73	\$ 1,011.57	\$ 1,068.00

2023 Additional Appropriations	
Rainy Day (generator, \$6.3K)	\$ 10,000.00
Township Fund (generator, \$6.3K)	\$ 7,500.00
Township Fund (Stepp Cemetery, \$23.3K)	\$ 20,000.00
Township Assistance (increase in requests)	\$ 20,000.00
Recreation Fund (Danny Smith Park, \$7K)	\$ 7,500.00
2023 Transfer to Rainy Day (15% of Jan 1 budget)	
	\$ 12,750.00

Township Assistance Report

November 2023

Benton Township, Monroe County, IN

1. An application was dropped off at the Township Office requesting assistance with utilities. There has been no return call, appointment or further contact with the applicant. (NV)
2. We received an inquiry regarding help for lot rent, however the person requesting assistance is not listed on the lease. (MS)
3. A resident filled out an application asking for 3 months back rent. She had an appointment and needed to bring in additional documentation. They never came back. (HR)
4. Two paper applications were removed from the application pick up box outside the office door.
5. The Township was able to help a client pay for a partial propane tank fill-up. She had paid toward a credit; however, she did not have enough credit to pay for the minimum propane delivery amount required. The client recently had Covid-19 and lost work hours/income as a result. (TM)
6. On 2 occasions, calls were received requesting assistance. Both residents were outside of Benton Township. They were referred to the correct Township office. (AH)(JB)
7. An application was requested for burial assistance for a Township Resident. This is a Medicaid matter and the Right of Disposition did not belong to the inquiring person. (LT)

Township Assistance Report

December 2023

Benton Township, Monroe County, IN

1. An application requesting assistance with rent was received. We were able to help pay a remaining balance on December 2023 rent.
2. We received a continuing assistance application for help with the cost of heating. The Township provided 4 ricks of firewood, delivered, and help with a prepaid electric bill account.
3. An application was received requesting a propane tank fill-up. We were able to assist this resident and provide propane for heat.
4. An application was received requesting help with a water bill and electric bill assistance. We were unable to help this resident as the electric bill had a zero-balance due and resources were available to pay the water bill.
5. A Nov 2023 assistance client received 60.00 in groceries from our Covid donation fund. She missed work hours due to a November Covid-19 infection. In November we assisted with her propane bill and provided a heat source for her.
6. A potential client was referred to the Jackson Township Trustee in Brown County.
7. A potential client was referred to the Perry Township Trustee in Monroe County.
8. Out of our Township Assistance Application pick-up box, 3 paper applications were retrieved during the month of December 2023.
9. A call was made by a concerned resident about a person needed help with their electric bill. The call was returned and we let them know that we may have a client fitting their description but we are limited in what we can share about potential clients. Michelle thanked them for being a concerned citizen and watching out for our neighbors out here in Unionville.

2024 Investment Policy

The Benton Township Board of Monroe County, Indiana, is authorized to create an investment policy and review the policy each year after the first Monday and on or before the last day in January pursuant to IC 5-13-7-16 and IC 5-13-7-7.

The investment policy must meet the following criteria:

- a. Be in writing;
- b. Be adopted at a public meeting;
- c. Provide for investment of public funds with the approval of the investing officer; the trustee is the investing officer for Benton Township;

Annual Investment Report

During the annual meeting, the investment officer shall make a written report to the investing officer’s local board of finance summarizing the township’s investments during the previous calendar year. The report must contain the name of each financial institution, government agency or instrumentality, or other person with whom the township invested money during the previous calendar year.

2024 Benton Township Investment Report

Trust Indiana – Benton Township has 4 active funds and 3 inactive funds that accrue daily compounding interest. The active funds are General Fund, Township Assistance Fund, Recreation Fund, and Rainy Day Fund. The inactive funds are the Emergency Fire Loan Fund, Fire Fund, and Cumulative Fire Fund.

The annual rate of investment for all funds as of January 8, 2024 (year to date yield) is 5.4245%. The December 31, 2023, balance of funds at Trust Indiana is \$367,722.41. Benton Township earned \$18,345.12 in interest for the 2023 Fiscal Year.

For budget year 2024, the investing officer shall continue to invest funds in the following manner:

Continue to invest the majority of public funds into our money market account with Trust Indiana, a local government investment pool, which is authorized by IC 5-13-9-11 and is administered by the Indiana Treasurer of State.

Approved by the Benton Township Board on _____, 2024.

Joe Husk, Chair _____

Jake Dodds, Secretary _____

Sean McInerney, Member _____

Attested by _____, Benton Township Trustee