

Benton Township Board
Unionville Senior Center
7616 East State Road 45 Unionville, IN 47468

Meeting Minutes for April 9, 2025

Attendees:

Michelle Bright - Benton Township Trustee

Joe Husk - Board Chair

Jake Dodds - Board Secretary

Sean McInerney - Board Member

This meeting had no public attendance.

Meeting called to order at 6:36pm

Approval of Minutes

A motion to approve the meeting notes from March 12th, 2025 was made (McInerney) and seconded (Dodds). Motion was approved unanimously.

Financial Report

The board received copies and Trustee Bright read aloud for review, the Financial Reports for March 2025. (A summary of these reports is attached to this document.)

Trustee Bright noted that the reason for the township fund expense being higher than normal was because the Brock Cemetery restoration was completed and paid for.

The board had no questions regarding the Financial Reports. A Motion was made to approve the financial reports (McInerney) and seconded (Dodds). The motion was approved unanimously.

Trustee's Report

The Trustee's Report for March 2025 was read aloud by Trustee Bright. A brief summary is listed below.

TOWNSHIP

- The Monroe Fire district noted that the food pantry had flipped over again. The Unionville 4-H hotshots reported resources have been purchased to anchor the structure.
- Trustee Bright did some research on the township's internet provider due to rising cost and outages from the current provider. South Central REMC fiber will be the

new provider and will be completing the initial instal/connection to the building at a discounted rate of \$250.00

- Otter Bend Landscaping was awarded the mowing contract for 2025. They have handled the township's landscaping requirements for several seasons now.
- Coomler will provide a free consultation on a growth appeal levy for the township.
- Trustee Bright discussed potential implications for funding from the upcoming SB1 property tax relief and HB1461 that would require the township to have a capital improvement plan.
- As of July 1, 2025 we will be required to transmit meetings live. Links and information and all necessary documentation must be available on the website in advance. The meetings must also be archived.
 - Chair Husk asked about any guidelines that had been provided by the State and as of yet there are no significant recommendations on how to proceed.

SENIOR CENTER

- No current updates regarding the Senior Center.

DANNY SMITH PARK

- No current updates regarding Danny Smith Park.

CEMETERIES

Stone Hugger Restoration completed the work on Brock Cemetery..

FIRE DEPARTMENT

- No current updates regarding the fire department.

ADDITIONAL NOTES

- The next meeting will be held on Wednesday May 14th, 2025 at the Unionville Senior Center located at 7616 East State Road 45 Unionville, IN 47468 at 6:30pm EST.

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 Report for March 2025. (A summary of these reports is attached to this document.)

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

OLD BUSINESS

- **Community Grant Guidelines**

- Trustee Bright provided in advance some guidelines previously discussed that create a more clear idea of what type of projects the board would be most interested in funding.
- Danny Smith Park leadership will likely attend the May meeting to discuss any potential needs
- The board felt there was no need to cap what we might be willing to spend and would rather consider projects on a case by case scenario.
- In general the board hopes to help fund projects that benefit the community in whole vs specific operational cost.

- **2025 Township Assistance Guidelines**

- Trustee Bright provided the township assistance guidelines with highlighted changes and reviewed this with the board.

The board had no questions regarding the Township Assistance GuideLines. A motion was made to approve the Township Assistance GuideLines (McInerney) and seconded (Dodds). The motion was passed unanimously.

NEW BUSINESS

Trustee Bright tried to select policies that had not been reviewed for sometime or that may need to be updated. Trustee Bright will provide a list of items that were not discussed here for the next meeting.

- **2025 Travel Policy**

- The board had some questions on the mileage, lodging and per diem requirements for reimbursement and discussed potential changes.
- Chair Husk noted he would like to see links to the resources we are using for information in the document. This could be provided in the document or as footnotes.
- Trustee Bright noted we are required to follow the State board of accounts guidelines for some of these procedures, for example the mileage rate paid for driving.

- **2025 Credit Card Policy**
 - Chair Husk recommended generalizing the document text to allow for more flexibility on who is allowed to use the credit card to prevent a scenario where no one is able to take action.
- **2025 Nepotism in Contracting Policy**
 - The board had no question or comments
- **2025 Nepotism in Employment**
 - Secretary Dodds asked about a paragraph in the document that may or may not be necessary given our scenario. Trustee Bright noted that it was from Indiana code.
 - Board member McInerney asked about elected member resignation and how that is handled. The party of the elected member would be required to caucus in a new member.
- **2025 Electronic Meeting Policy**
 - The board discussed the best way to move forward with live transmission of our meetings and what we will be required to do in regards to viewership vs participation.
 - The board still hopes to receive more guidance from the state.
 - We will be required to move to a roll call vote.
- **2025 Vegetation Policy**
 - The board had no questions or comments
- **2025 Internal Control Policy**
 - The internal control policy was discussed. Trustee Bright gave the board a report on how things are handled in the office and the safeguards taken to prevent any type of theft.

PUBLIC COMMENT

There was no Public Comment at this meeting.

ADJOURNMENT

A motion was made to adjourn the meeting (McInerney) and seconded (Dodds). The motion was passed unanimously. The meeting was adjourned at 8:17 pm

FINANCIAL REPORT

FEBRUARY 2025	2025 Budget	Month to date Expense	Year to date Expense	Remaining Approved Budget	Cash Balance	Deposits	Local Income Tax	Trust Indiana
Rainy Day Fund	\$ -	\$ -	\$ -	\$ -	87,243.43	\$ -	\$ -	\$ 247.94
Township Fund	\$ 55,000.00	1,921.18	\$ 4,732.75	\$ 50,267.25	308,003.57	\$ -	\$ 1,491.25	\$ 998.07
Welfare Admin/Direct Asst	\$ 25,000.00	1,170.00	\$ 2,023.60	\$ 22,976.40	101,029.88	\$ -	\$ -	\$ 258.01
Recreation Fund	\$ 5,000.00	375.34	\$ 1,179.83	\$ 3,820.17	11,019.77	\$ -	\$ -	\$ 18.33
COVID Donation Fund	N/A	\$ -	\$ -	N/A	450.22	\$ -	\$ -	\$ -
Township Donation Fund	N/A	\$ -	\$ -	N/A	114.84	\$ -	\$ -	\$ -
Volunteer Fire Dept Donation Fund	N/A	\$ -	\$ -	N/A	3,378.70	\$ -	\$ -	\$ -
TOTALS					\$ 511,240.41	\$ -	\$ 1,491.25	\$ 1,522.35

FEBRUARY 2025	2025 Budget	Month to date Expense	Year to date Expense	Remaining Approved Budget	Cash Balance	Deposits	Local Income Tax	Trust Indiana
Rainy Day Fund	\$ -	\$ -	\$ -	\$ -	87,516.19	\$ -	\$ -	\$ 272.76
Township Fund	\$ 55,000.00	13,356.03	\$ 18,088.78	\$ 36,911.22	297,236.67	\$ -	\$ 1,491.25	\$ 1,097.88
Welfare Admin/Direct Asst	\$ 25,000.00	1,128.21	\$ 3,151.81	\$ 21,848.19	100,185.50	\$ -	\$ -	\$ 283.83
Recreation Fund	\$ 5,000.00	773.00	\$ 1,952.83	\$ 3,047.17	10,266.95	\$ -	\$ -	\$ 20.18
COVID Donation Fund	N/A	\$ -	\$ -	N/A	450.22	\$ -	\$ -	\$ -
Township Donation Fund	N/A	\$ -	\$ -	N/A	114.84	\$ -	\$ -	\$ -
Volunteer Fire Dept Donation Fund	N/A	\$ -	\$ -	N/A	3,378.70	\$ -	\$ -	\$ -
TOTALS					\$ 499,149.07	\$ -	\$ 1,491.25	\$ 1,674.65

2025 Additional Appropriations

If Brock Cemetery work is done this year this will need to be done

2025 Transfer to Rainy Day (10% of Jan 1 budget)

None to date

March 2025 Township Assistance Report

3/21/2025 - A township resident called seeking assistance with donating a hospital bed and a twin bed. By the time I called the person had found a home for the hospital bed and I recommended some resources for the twin bed.

3/24/2025 - Someone called asking for assistance with rent (KF, #8). An interview held March 26. This person is medically disabled and has no income while waiting for Social Security Disability application to be approved. Generally we expect this process to take up to 2 years.

3/28/2025 - Resident applied online for rent assistance (ME, #9). However, applicant request that their application be withdrawn since they were able to borrow funds from family to cover their rent.

3/30/2025 - An application was left in our mail slot at the office (JT, #10). After several return calls back and forth we were finally able to make contact about documentation that needs to be gathered prior to making an appointment.

3/30/2025 - A previous applicant called (#11, KL) asking about how to apply for assistance again. A continuing application was left in our mailslot and am waiting on next steps from the applicant.