

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

## **Meeting Minutes for January 15, 2025**

### **Attendees:**

Michelle Bright - Benton Township Trustee

Joe Husk - Board Chair

Jake Dodds - Board Secretary

This meeting had no public attendance.

Board Member McInerney was unable to attend this meeting.

### **Meeting called to order at 6:34 pm**

### **Approval of Minutes**

A motion to approve the meeting notes from November 13th, 2024 and January 6, 2025 was made (Dodds) and seconded (Husk). Motion was approved unanimously.

- The December 2024 meeting was canceled due to inclement weather.

### **Financial Report**

The board received copies and Trustee Bright read aloud for review, the Financial Reports for November and December 2024. (A summary of these reports is attached to this document.)

- The Trustee found an error on the spreadsheet during the meeting. An updated spreadsheet was provided to the board and is attached to this document.

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

## **Trustee's Report**

The Trustee's Report for November and December was read aloud by Trustee Bright. A brief summary is listed below.

### **TOWNSHIP**

- The Trustees email was updated to IN.GOV Trustee Bright will continue with our .ORG past emails for sometime to ensure that no emails are being missed.
- Heading Home of South Central Indiana is pursuing funding to be able to add case managers to work hand and hand with townships and other non profits for challenging situations that require more than townships are designed to handle. A meeting will be held Tuesday January 21, 2025 and the Trustee plans to attend.
- Trustee Bright received an email from a student doing a class project on townships that have their own flag. There is no history of a flag for Benton Township that the Trustee is aware of.
- The Trustee responded to an email from a student at Indiana University with information about the duties that a township trustee performs.
- The 2025 Monroe County Budget Order was released this week. Benton Township continues to have the 3rd lowest tax rate in Monroe County and the lowest tax rate for all units with a full time fire station.
- Station 29 in Washington Township is well on its way with the outside completed and work on the inside continuing. This will greatly reduce response time to northern Benton Township residents.
- House Bill 1233 was released and the bill would dissolve township government. An elected county trustee would administer assistance while a county executive would adopt a county fire and emergency services plan. The County Emergency Management Director would act as fire chief. The Indiana township association encouraged all townships to contact our state representatives about opposing this, but as of January 14 an email was issued stating this was no longer needed.

### **SENIOR CENTER**

- No current updates regarding the Senior Center

### **DANNY SMITH PARK**

- Danny Smith Park submitted a request for reimbursement for a wall mounted first aid kit. The park's requested amount was higher than previously approved so they were only allotted the previously approved amount.

## CEMETERIES

- In December Stone Hugger Restoration asked for a pin location on the Brock Cemetery parking lot. The trustee has not heard from Stone Hugger since this request.

## FIRE DEPARTMENT

- Trustee Bright wanted to thank the Monroe Fire District for plowing the township's portion of the parking lot as well as salting the various sidewalks and removing snow in front of the mailbox.

## ADDITIONAL NOTES

- The next meeting will be held on Wednesday February 12th, 2024 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 (Dodds) and seconded (Husk). 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 November and December 2024. (A summary of these reports is attached to this document.)

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

## **OLD BUSINESS**

There was no old business at this meeting.

## **NEW BUSINESS**

- **2024 Conflict of Interest Certification.**
  - The Trustee and Board members are required to disclose any conflict of interest.
- **2024 Nepotism in Contracting and Employment Certification**
  - The Trustee and Board members are required to disclose any Nepotism conflicts for contracting or employment within the township

- **2025 Investment Policy**

- Benton Township Board approved the policy for township investments in 2025. A motion was made to approve the 2025 Investment Policy (Dodds) and seconded (Husk). The motion was passed unanimously.

**PUBLIC COMMENT**

There was no Public Comment at this meeting.

**ADJOURNMENT**

A motion was made to adjourn the meeting (Dodds) and seconded (Husk). The motion was passed unanimously. The meeting was adjourned at 7:01pm

**FINANCIAL REPORT**

OCTOBER 2024	2024 Budget	Month to date Expense	Year to date Expense	Remaining Approved Budget	Cash Balance	Deposits	Local Income Tax	Trust Indiana
Rainy Day Fund	\$ -	\$ -	\$ -	\$ -	86,140.55	\$ -	\$ -	\$ 306.07
Township Fund	\$ 80,000.00	2,848.35	33,974.27	46,025.73	313,691.30	\$ -	\$ 2,116.25	\$ 1,231.90
Welfare Admin/Direct Asst	\$ 30,000.00	3,187.50	5,478.09	24,521.91	92,452.64	\$ -	\$ -	\$ 318.49
Recreation Fund	\$ 5,000.00	1,161.10	3,534.93	1,465.07	8,997.80	\$ -	\$ -	\$ 22.63
COVID Donation Fund	N/A	\$ -	\$ -	N/A	450.22	\$ -	\$ -	\$ -
Township Donation Fund	N/A	\$ -	\$ -	N/A	81.83	\$ -	\$ -	\$ -
Volunteer Fire Dept Donation Fund	N/A	\$ -	\$ -	N/A	3,378.70	\$ -	\$ -	\$ -
<b>TOTALS</b>					<b>\$ 505,193.04</b>	<b>\$ -</b>	<b>\$ 2,116.25</b>	<b>\$ 1,879.09</b>

NOVEMBER 2024	2024 Budget	Month to date Expense	Year to date Expense	Remaining Approved Budget	Cash Balance	Deposits	Local Income Tax	Trust Indiana
Rainy Day Fund	\$ -	\$ -	\$ -	\$ -	86,431.02	\$ -	\$ -	\$ 290.47
Township Fund	\$ 80,000.00	3,874.82	37,849.09	42,150.91	313,101.85	\$ -	\$ 2,116.25	\$ 1,169.12
Welfare Admin/Direct Asst	\$ 30,000.00	341.49	5,819.58	24,180.42	92,413.42	\$ -	\$ -	\$ 302.27
Recreation Fund	\$ 5,000.00	590.55	4,125.48	874.52	8,428.74	\$ -	\$ -	\$ 21.49
COVID Donation Fund	N/A	\$ -	\$ -	N/A	450.22	\$ -	\$ -	\$ -
Township Donation Fund	N/A	\$ -	\$ -	N/A	26.70	\$ -	\$ -	\$ -
Volunteer Fire Dept Donation Fund	N/A	\$ -	\$ -	N/A	3,378.70	\$ -	\$ -	\$ -
<b>TOTALS</b>					<b>\$ 504,230.65</b>	<b>\$ -</b>	<b>\$ 2,116.25</b>	<b>\$ 1,783.35</b>

DECEMBER 2024	2024 Budget	Month to date Expense	Year to date Expense	Remaining Approved Budget	Cash Balance	Deposits	Local Income Tax	Trust Indiana	General Prop Tax	License Excise Tax	CVET Tax
Rainy Day Fund	\$ -	\$ -	\$ -	\$ -	86,718.95	\$ -	\$ -	\$ 290.47	\$ -	\$ -	\$ -
Township Fund	\$ 80,000.00	8,734.39	46,493.14	33,506.86	307,642.71	87.87	\$ 2,116.25	\$ 1,169.12	\$ -	\$ -	\$ -
Welfare Admin/Direct Asst	\$ 30,000.00	2,759.67	8,579.25	21,420.75	102,507.70	\$ -	\$ -	\$ 302.27	\$ 11,080.70	\$ 681.16	\$ 792.46
Recreation Fund	\$ 5,000.00	416.68	4,542.16	457.84	12,160.80	\$ -	\$ -	\$ 21.49	\$ 3,642.97	\$ 223.94	\$ 260.54
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	\$ -	\$ -	\$ -			
<b>TOTALS</b>					<b>\$ 512,973.92</b>	<b>\$ 87.87</b>	<b>\$ 2,116.25</b>	<b>\$ 1,783.35</b>	<b>\$ 14,723.67</b>	<b>\$ 905.10</b>	<b>\$ 1,053.00</b>

**2024 Additional Appropriations**

None yet

**2024 Transfer to Rainy Day (15% of Jan 1 budget)**

\$17,250.00 done 2/14/2024

## November 2024 Township Assistance Report

11/05/2024 – Received a call from a resident living in Plainfield, IN asking about rental properties and assistance for the Bloomington/Bedford area. Various referrals were made. (DB) #64

11/05/2024 - Call from a Bloomington Township resident inquiring about applying for township assistance. Referrals to local agencies and the Bloomington Township trustee office were made (S) #65

11/12/2024 - Call from a previous client asking about how a purchase of a home in our township would affect her eligibility for township assistance. In addition, she asked about how to submit a new application for 5 months of back rent (HB). #66. I referred her to the online and paper application options and reviewed the materials needed for the interview.

11/13/2024 - Call from a Clear Creek Township resident about Township Assistance. Referred to that Township Trustee (GC). #67

11/16/2024 - Call from someone who had recently moved to Bloomington without a job or a home. Once I verified they were a Benton Township resident, I informed them they can pick up applications outside of our office, apply online, or have one mailed. He said he would fill it out online. (JM) #68.

*Update: This person submitted an application 11/17/2024 but as of 12/7/2024 he has not followed up with supplemental materials. When follow up was made he said he was too busy applying for jobs to gather needed materials.*

11/18/2024 - Received a call from a concerned neighbor regarding an ongoing client who had received a letter that their SNAP benefits were going to be discontinued due to multiple missed appointments. This person was referred to FSSA to reschedule the appointment. In addition, this person asked about township assistance and what we can help with.

11/18/2024 – A woman called requesting medical transportation to a doctor appointment the next day for her father. Four referrals for potential providers were made. #69

11/23/2024 - A woman called on behalf of her neighbor who has had their electric disconnected and their water scheduled for disconnect this week. They own property in Benton Township and have recently gotten out of jail. They tried to submit an application online but were not able to get past a certain screen (Michelle checked and it appeared OK). Instructions were given on picking up an application and an application was taken from the mailbox. #70.

*Update: This person met with the trustee on 12/04/2024 but is currently missing required information.*

11/27/2024 - A returning client contacted our office about applying again. (KL) #71.

*Update: This person submitted an application and met with the Trustee 12/07/2024 but is currently missing required information.*

## December 2024 Township Assistance Report

12/03/2024 - Met with applicant for interview (JS, #70). Application was missing identification documents and most recent bank statement. As of January 12, 2025, applicant has not made any further follow up. Information about SCCAP Energy Assistance program mailed to applicant.

12/06/2024 - Received a call from a previous applicant wanting to apply again. Completed application and materials for rent and food assistance which was granted. (KL, #71) I assisted applicant with Food Stamp application.

12/18/2024 - Received a call from an ongoing client seeking assistance with medication (LH, #72). After 5 attempts to return the call with no answer and no ability to leave a message, I was finally able to reach this applicant although they were very upset and overwhelmed. Their immediate concern was a loss of food stamps. I provided the contact number to reschedule their FSSA appointment and offered to purchase food that afternoon with a small donation from a local church group (filling out another application would have been too much for this person) and they declined my offer. I told them to call back if they changed their mind. I also put a summary of our conversation in writing and mailed it to this person.

12/21/2024 - An application was picked up from the mailbox. (LS, #73) This person later submitted an application and has an appointment January 1, 2025.

12/25/2024 - Received a request for more information via the Helping Monroe website I sent them an email and they called back. They were referred to Richland Township Trustee. (AC, #74).

12/26/2024 - Someone picked up an application from the mailbox (Unknown, #75)