

## NOTES

### Monthly Twp Board Meeting - Olive Township Board

**Olive Township Trustee's office**  
110 S. Arch Street, New Carlisle, IN 46552

**Wednesday, February 1, 2023 @ 10 am EST**

Call to order: 10:00 am

Attendance: Will Miller, Josh Schweizer, Tina Scott, Keith Batzel, Tim Creason, and Tom Keen

- I. Adopt Agenda **motion made by Keith; 2<sup>nd</sup> by Tim. Motion passed 2/0**
- II. Consent Items **motion made by Keith; 2<sup>nd</sup> by Tim. Motion passed 2/0**
  - A. Will approve meeting minutes at the next meeting
- III. 2023 Budget Review- went over township, township assistance and cemetery. The board questioned the disbursement- explained it was from 2022. Will wants to take out the posts in the trustee's office. We will have to do an additional appropriation if we are going to access the full funds from 2022 in line item 3GB. Will is going to get quotes to see how much it will cost to remove the posts, paint and put in a new floor. We will need to repour the concrete outside to put in a ramp. Tina contacted Jill at town hall, and they do not plan on re-doing the sidewalk on Arch for at least another 10 years.
- IV. Board Tasks- We are not going to assign specific tasks to the board members at this time. If assistance is needed from the board, we will be in contact with them directly.
- V. Township Website discussion- Went over the look of the website and the color scheme. Keith gave ideas about adding pictures of the town of New Carlisle. Will suggested doing that down the road and having professional pictures done. The Fire Territory and town website are going to be very similar to each other. The board suggested adding our three entities, fire territory, township assistance and cemetery. Suggested adding a calendar of the board meetings and fire territory meetings.
- VI. IEC update- The affidavit was given to Will to take to the meeting. We have not passed the affidavit out to anyone yet.
- VII. Text messaging service for the township- We are going to wait until the website is up and running and may try to link the text messaging system to the website.
- VIII. Township Assistance Standards discussion- We do not have township standards. We are going to take the handbook and create our own standards for Olive Township. An executive work session is scheduled for March 1<sup>st</sup> at 10:00 at the Trustee's office.

- IX. Internet policy- We will his internet policy from Josh. We will use his copy from the Territory and will change the wording. Once I have the internet policy written up, will send it to the board.
- X. Volunteer Agreement resolution- **Motion to approve pending a recommendation from the Executive Board. Motion made by Keith, 2<sup>nd</sup> by Tim; motion passed by body 2/0**
- XI. Scheduled Township meeting dates for the rest of the year- meetings scheduled for either the first or second Wednesday of the month. 3/15, 4/12, 5/10, 6/7, 7/19, 8/16, 9/13, 10/11, 11/8 and 12/6
- XII. Adjournment- 11:47 am

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Bob Middlebrook, Board Member

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Tim Creason, Board Member

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Keith Batzel, Board Member

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Will Miller, Trustee