

Regular Board Meeting - Olive Township Board
110 S. Arch St, New Carlisle, IN 46552
Monday, February 19, 2024 @ 11:00 AM EST

Attendance: Josh Schweizer, Tina Scott, Will Miller, Bob Middlebrook, Tom Keen, Tim Creason, Keith Batzel, Chad Hess and Susie White

Others present:

Community Members requesting permission to address the board on a specific agenda item are requested to complete a registration form for each item prior to the conclusion of Item III. Individuals will be permitted to speak at that time or during the specific agenda item excluding Consent Items. Any questions on the Consent Items shall be addressed to the Trustee by contacting his office. Persons will be restricted to one appearance per item and limited to three (3) minutes.

Call to order at 11:10 am

- I. Adopt Agenda **motion made by Bob; 2nd by Tim; motion passed by body 3/0**
- II. Consent Items **motion made by Bob; 2nd by Tim; motion passed by body 3/0**
 - A. Reconciliation of accounts- Was discussed item V. on the agenda.
 - B. Approving meeting minutes 1/17/2024 meeting minutes approved
- III. Approve Holiday/Time Off for Admin Staff- Holiday time was approved motion passed by Bob; 2nd by Tim
- IV. Cemetery Discussion Updates- Keith received several quotes for renovations to the cemetery. Stone huggers will be going to the cemetery to give their recommendations. Chisel Chest has some expertise in standing up stones. Keith suggested hiring a sexton to supervise the cemetery because the Cemetery Craftsman quote required the Trustee to provide explicit approval for the location when setting stones. Also, to manage the plot opening and closing. Will said no to the idea and that he would be available as needed.
- V. Approve/sign Cash Settlement for Paper- Tina presented the settlement statement. The numbers do not match due to the EMS checking account never being balanced or added into Tomsweb. We have more money than it shows in Tomsweb. Keith and the board members are concerned with signing the documents due to the numbers not being correct. Tina has been working with Baker Tilly, Tomsweb, State Board of Accounts, and DLGF to get everything imputed and balanced correctly. Keith stated he would feel better if we received letters from everyone. Tina will get letters from all the appropriate parties. The board will sign the document once we receive the letters.

VI. Fire Territory Meeting Updates- Josh stated there were 105 fire calls for the year, 67 calls in January. Josh has been working with getting residential and commercial inspections done. There will be union negotiations this year. We should have their requests by the end of March. Josh and Will are going to go over them and then send them to Baker Tilly to make sure it fits in with our budget. That should hopefully be received back by end of April. Then negotiations can start in May. Will then go to the board for review. The Air compressor failed again. It's been fixed already and broke again. To replace it is over \$50,000. Air packs need to be replaced as well, 20 of them. The cost for air packs and compressors is over \$200,000. New partnership with American Red Cross to purchase smoke detectors. Community CPR classes monthly and can come to Fire Station for training. The relationship with the water department has been renewed. Josh is hoping to go and test the hydrants with a color to see how much water flow each one has.

VII. Assistance Report- The board were presented the report for the poor relief. The report at the bottom of the assistance fund shows a negative cash balance. The amount will show negative because no cash runs through that report. Will stated he's been meeting with each applicant and giving them suggestions on places to reach out to for assistance.

VIII. Update -ADP Payroll- Tina stated that we are thinking about changing our Payroll Company to ADP. The quote was \$5,400 for the year, it won't be that much because not starting until mid-April. ADP does offer more services than Onpay offers.

IX. New Business/Old Business- Tom brought up creating an Olive Township logo for polo's/shirts/jackets. Will suggested we can hire someone to come up with a logo. Will suggested a starting a Parks and Rec Board. He has a couple of people who might be interested in joining. Will would like to do a community center. Tim was suggested as a possible person to be on the park and rec board.

X. Next meeting date: March, 27, 2024 @ 10 am at the Trustee's office, 110 S. Arch St. New Carlisle, IN 46552

XI. Adjournment: 1:07 motion made by Tim; 2nd by Bob

Bob Middlebrook, Board Member

Tim Creason, Board Member

Keith Batzel, Board Member

Will Miller, Trustee

