

Allen Township Trustees

December 4, 2018

The Allen Township Trustees met in regular session at 7:00 p.m. in the Allen Township Center with all members present.

The minutes of November 6, 2018 were read and approved as read.

The Fiscal Officer presented a list of warrants and electronic payments totaling \$75,211.19 Stacy moved to pay these bills. The motion was seconded by Flanagan. Roll call - all yes.

Fire Chief Hickman presented the Fire Runs Report for 12/2017 -11/2018. The Allen Township Volunteer Fire Department made 268 responses for the period resulting in 2,573 firemen responses which equates to \$36,022 in "Fire-Run" payments. The average response time was 6 minutes and 40 seconds. There were 137 medical assists.

Tony Humphrey provided an update on the road maintenance and the cemetery.

Stacy advised that he has requested Cindy Land to put a bid package together for the new fire station on CR220.

Schimmoeller reported on the ability to put the Township Center Calendar out on the web site. This would eliminate the hand written calendar that is currently being used. Anyone wishing to reserve a date to utilize the township center could go to the web site to check availability and follow a step by step procedure to secure an available date. The Fiscal Officer and the Trustees would be able to control the electronic calendar from their own computers or smart phones via a township e-mail address. Flanagan moved that starting January 1, 2019 all township center scheduling will be accomplished through the township's web site and the physical calendar be eliminated. The motion was seconded by Stacy. Roll call - all yes. A conversation ensued regarding the number of key fobs that are out allowing access to the township center. Flanagan will provide the other trustees with a list of all outstanding key fobs. There is a concern about individuals utilizing the township center with key fobs issued many years ago to a different person.

Stacy advised that the county has installed rough crossing signs for the railroad crossing at TR142.

Huffman brought up the topic of a new lease with the Van Buren Community Sports Association (VBCSA). Cindy Land has drafted up a new 5 year lease. The required liability coverage amount was discussed. The Trustees agreed that \$1 million would be sufficient. Flanagan moved that Allen Township enter into the 5 year lease with the VBCSA effective January 1, 2019 through December 31, 2023. Stacy seconded the motion. Roll call - all yes.

The Fiscal Officer presented a Contract to Furnish Emergency Management Service between Hancock County and Allen Township for the period 1/1/2019 through 12/31/2020 at an annual amount of \$992.25. Flanagan moved to enter into the contract with Stacy seconding the motion. Roll call - all yes.

The Trustees performed the annual review of the Cemetery Policy for potential adjustments. All rules, regulations and rates will remain unchanged for 2019.

Flanagan moved that Allen Township reimburse the Trustees and Fiscal Officer if they choose to attend the OTA Winter Convention in 2019. Stacy seconded the motion. Roll call – all yes

Stacy moved that Health Insurance continue to be made available to all township trustees and the fiscal officer for the year 2019 in accordance with Resolutions 12-01-15, 12-28-15 and 12-28-15. Flanagan seconded the motion. Roll call – all yes.

Flanagan moved that Life Insurance continue to be provided by the township for the trustees and the fiscal officer for the year 2019. Stacy seconded the motion. Roll call – all yes.

Stacy moved that for 2019 the Trustees prepare a Payroll Certification Form to facilitate the ability to allocate their salaries between a road fund and the general fund in accordance with Auditor of State Bulletin 2011-007. Flanagan seconded the motion. Roll call – all yes.

The Trustees set January 2, 2019 at 8:00 a.m. for the Allen Township Trustee's 2019 Organizational Meeting.

Meeting adjourned at 9:20 p.m.

Approved,

Mark J. Schimmoeller, Fiscal Officer
(Proper notice given by publishing & posting)

Ed Huffman, Chairman