

NINEVEH TOWNSHIP ADVISORY BOARD

MINUTES OF ANNUAL MEETING TO ACCEPT ANNUAL REPORT

MARCH 18, 2021

(This meeting was held in Prince's Lakes Town Hall located at 14 E. Lakeview Drive, Nineveh, IN, in the Town Hall meeting room.)

CALL TO ORDER & PLEDGE

This meeting of the Nineveh Township Advisory Board was called to order at 5:35 p.m. by President Jill Jackson. Trustee Janet Renner led the Pledge of Allegiance.

ROLL CALL

Board Members Present were Jill Jackson, Anthony Giger, and Kevin Jackson. Trustee Janet Renner and Township Assistant JP Renner were also present. Guest's present were the Honorable Erica Lyden-Giger.

TOWNSHIP TRUSTEE PRESENTATION

Trustee Janet Renner and Assistant Trustee JP Renner presented the board with the TomsWeb Annual Report for review.

Chairman Jackson asked what the deadline was for turning in the Annual Report. JP stated the deadline was March 1, 2021. Ms. Jackson questioned whether the Township Budget would be in jeopardy of being funded. Trustee Renner assured the Board that the State Board of Accounts was working with JP and the Township's budget would be funded. JP stated there were some issues with balancing the funds and State Board of Accounts was assisting him.

The Annual Report was emailed to the Board on March 9, 2021. The Board was given a copy of the report to review.

Chairman Jackson questioned in the Supplies category a reimbursement to JP Renner in the amount of \$181.45. JP replied this was for things they bought for which receipts were turned in, but they did not have the credit card with them at the time of the purchases.

Chairman Jackson questioned in the Services & Charges category a \$259.19 payment to Carbonite. JP replied this was the back-up system for the computer, paid annually.

Chairman Jackson asked what Gail Snyder was paid \$1,000 for in the Services & Charges category. JP replied Ms. Snyder prepares the budget.

Chairman Jackson asked what Janet Renner was paid \$2,400 in the Services & Charges category. JP replied the payment was for Rent.

Chairman Jackson questioned what Kahre & Associates, Inc. was paid for in the Services & Charges category in the amount of \$405.00. JP replied this is a CPA who prepared 941 taxes, W-2's and 1099's.

Chairman Jackson asked why there was a Postmaster payment in the Supplies Category and in the Services & Charges category. Trustee Renner replied Supplies was for postage and Services & Charges was the P.O. Box rental.

Chairman Jackson asked what the \$910.00 payment was, to Three Pages Deep, in the Services & Charges category. JP replied this payment was for the WEB posting service.

Chairman Jackson asked what the payment to Tom Plummer & Sons Insurance in the amount of \$691.88 was for in the Services & Charges category. JP replied this was liability insurance for cemetery maintenance.

Anthony Giger asked what the United Way payment of \$46.00 was for in the Services & Charges category. JP replied it is a Charity Tracker or Fraud Detector program to track what charities an applicant has tapped.

Chairman Jackson asked if the \$2,200.00 payment to Cox's Tree Service in the Capital Outlays category was for the cemeteries. Trustee Renner stated the payment was for tree cutting in the cemeteries.

Anthony Giger asked about the \$4,162.09 payment to Jim Young in the Services & Charges category. JP stated they have a contract with Jim Young for cemetery maintenance and he is insured. The Township is responsible for the care of three cemeteries which are located on Schoolhouse Road south of SR 252, on 300 S east of Nineveh Road, and on Nineveh Road between 300 S and SR 252 on the east side of the road, way off in the woods.

Chairman Jackson asked what the additional \$300.00 payment to Jim Young was for in the Capital Outlays category. Trustee Renner replied he built up some stones and cleared brush from the cemeteries.

Mr. Giger noticed the CenturyLink payment for \$3,089.13 in the Services & Charges category and asked whether the Fiber Optic lines being installed in the Town would reduce the bill. Janet replied she could look into it.

Chairman Jackson questioned what the \$11,991.44 "per sboa" payment was for in the Other Disbursements category. JP stated he could not tell the Board what it is from, it was unbalanced.

Ms. Jackson stated for Mr. Giger's benefit that the \$1,000 in the Township Assistance Fund is paid to St. Thomas per our Agreement with them to help with medicine and medical issues. JP stated that by law, we have to provide insulin.

Ms. Jackson questioned if all the taxes were paid timely. Trustee Renner replied they were.

Ms. Jackson asked why Tammy Ketchum's salary was in Other Disbursements instead of Personal Services on the Gateway Report. JP replied it is correct on the Annual Report and the information in Gateway is different from the TomsWEB. Mr. Renner stated Gateway is a difficult program.

Chairman Jackson asked what the \$200 payment to Horizon Bank in the Township Assistance fund was for. JP replied cash was taken from the bank account to buy \$20 gas cards and only one gas card was given out.

Ms. Jackson asked if there were any other exceptions or questions to the report. Hearing none, Kevin Jackson moved to accept the Annual Report, which was seconded by Anthony Giger. JP Renner asked the Chairman for a Point of Order and stated that only Jill and Kevin Jackson were allowed to vote on the Annual Report since this was for 2020 and Anthony was not a member in 2020. Chairman Jackson stated that Mr. Giger was eligible to vote and was statutorily authorized from the point he was elected by caucus and sworn in. Trustee Renner stated they were unaware of when the caucus took place. Ms. Jackson stated Mr. Giger was voted in by caucus and sworn in on February 7, 2021. Mr. Giger stated he believed he was eligible to vote. Erica Lyden-Giger quoted I.C. 3-13-11-18, which states "a person who assumes the duties of a vacant office under this chapter has all of the office's rights and duties."

Chairman Jackson called for the vote, which passed unanimously.

ADJOURNMENT

Kevin Jackson moved to adjourn the annual meeting, which was seconded by Anthony Giger and passed unanimously. The meeting adjourned at 6:16 p.m.

Respectfully Submitted,

Jill L. Jackson

Jill L. Jackson, Chairman

3/19/21

Date

Anthony Giger

Date

Kevin Jackson

Date