

ST. JOSEPH COUNTY

Union Township Trustee Advisory Board

Meeting Minutes

Meeting Date: September 10, 2024

Members Present: Kelly Carrico, Mike Wozney, Ryan Schafer, Trisha Carrico and Marcell Lebbin - Township Attorney.

Public Present: Several members of the public were present.

The meeting was called to order at 6:00 PM by Trisha Carrico, Advisory Board President.

Approval of Previous Meeting Minutes

Ryan made motion to approve the minutes from August 19, 2024 and Mike seconded. Motion passed unanimously.

New Business

Resolution 2024-07 Kelly Carrico (Township Trustee) explained that the State Board of Accounts requires a resolution was to establish a policy for the use of Credit Cards. Credit cards may be used for transactions that have not been established by a charge account or Purchase Order.

Trisha made a motion to approve the resolution, Ryan Seconded, motion passed unanimously.

2025 Township Budget

Kelly presented the proposed 2025 Township budget.

She noted that we will need to appeal the maximum tax levy due to the Fire Territory Budget. The Territory has approved their portion of the budget of \$711050. This causes a shortfall of \$473661. The increase comes to approximately 234% and the tax rate should be about .29 St Joseph County has not released the assessed values yet, so the exact rate cannot be determined. Kelly is hopeful that the numbers will be available by the 24th of this month.

Ryan mentioned that the formula used to calculate the rate shows the rate at .25. This is less than we are paying for the library. But again, without assessed values it is hard to say.

Trisha made a motion to approve the 2025 budget, Ryan seconded. Motion passed unanimously.

Ryan mentioned that the Township portion of the budget has been reduced, and the cemetery is getting some much needed funding for clean up and maintenance.

Old Business:

Ambulance Service Update: Marcell Lebbin (Township Attorney) reported that it is still in process. Awaiting information from Union North Ambulance Service.

Fire Station Driveway. Kelly mentioned that it is on a temporary hold until Majority Builders can review the site design. We have gotten permission from Joshua Tree to remove the sign on the north west end

of the property. (Joshua Tree leases sign space) This may be the location for a retention area for water if needed.

Public Comments:

Kelly thanked George Schafer for his work at Dice Cemetery.

It was asked if there was a way to contract out cemetery maintenance. It is very difficult, if not impossible to find anyone willing to do this type of work.

It was asked with increasing the budget, would it effect the tax caps that the state has in place. Marcell stated that it would not. It would take away from the other taxing units. If a property once hits the maximum levy then that is all that can be taxed.

Kelly mentioned that we can argue the tax rate history and how inconsistent it has been.

It was asked under fire building debt the expense has gone from \$107000 to \$19000 what is the reason for the variation? Kelly explained that it is the cash values of the fund.

As far as the bond repayment, there was a payment that the past trustee failed to make in 2022, and it was expense was then incurred in 2023. Therefore creating the issue of three payments being made in 2023.

Kelly is going to seek an additional appropriation from the State to correct this and a reduction of the General Fund to reflect the expense of the Emergency Services (Ambulance Service).

Ryan explained that taking the Emergency Medical Service out of the Township fund and placing it into the Fire Territory fund is where it should have been all along. This has never made sense.

It was announced that the next meeting will be August 24, 2024 Kelly asked if the Territory Board has been notified.

Ryan stated that he sent out a email and text on September 9 informing the board of the time and date.

Kelly mentioned that she had sent a request to the Town Board President requesting their presence at the August 24 meeting.

With no other business Trisha made a motion to adjourn, Ryan seconded. Motion passed at 18:21.

Minutes approved 24th Day of September 2024

Trisha N. Canino Board Chairman

Trisha N. Canino Board Member

Ben Lutz Board Secretary

August M. Bero Trustee

RESOLUTION NO. 2024-07

In pursuance of the Indiana State Board of Accounts this resolution authorizes that the following individual(s) are designated for the use of American Express, Business Prime credit card and the Elan Financial, First Source Bank credit card;

Kelly Carrico, Union Township Trustee

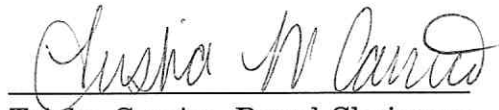
Andrew Willett, Lakeville Fire Chief

The credit card(s) will be used for the purchase(s) of supplies, travel expenses, training materials, and any other township or fire department related expenses that do not have an established account to charge and be billed for.

Receipts for credit card transactions will be submitted monthly to the Union Township Trustee and be attached to the appropriate credit card statement for record of the township accounting.

At the termination of one or both authorized individuals the credit cards will be returned immediately to the proper authorized personnel.

Adopted this 10 day of September 2024.



Trisha Carrico, Board Chairman



Ryan Schafer, Board Secretary



Mike Wozny, Board Member

ATTEST:



Kelly Carrico, Township Trustee

