

Meeting Minutes

Meeting of the North Township Advisory Board

Held at the Fire Station in Lapaz, IN

Wednesday, May 18, 2026 at 7:00pm

North Township Advisory Board Members Present:

Steven Davenport, President

Steve Barber, Secretary

Judy Fisher

Emily Haskins, Trustee, North Township

Mathew Haskins, Fire Chief

For other community members present, please refer to the attached sign-in sheet.

*The reader will note that meetings are now livestreamed and available for viewing thereafter. Please refer to our website for a schedule of our meetings, links for the live streams (available for viewing thereafter), approved minutes, and additional information: <https://northtownship.org>.

The meeting consisted of the following.

Mr. Davenport called the meeting to order at 7:00pm.

1. Approval of 4/22/26 Meeting Minutes: Mr. Barber moved to approve the minutes, seconded by Ms. Fisher, and passed 3-0.
2. Territory Recommendations:
 - a. The Territory recommended that we shall not bill for responses to full arrests and no transport. Mr. Barber moved to adopt this recommendation, seconded by Ms. Fisher, and passed 3-0.
3. Preliminary Budget Discussions:
 - a. Ms. Haskins reported that she will be able to get into Gateway after the end of May to enter data. She has participated in webinars reviewing the new processes. She will be meeting with the DLGF representative in July or August. She anticipates our budget meeting will be held in September with the adoption hearing anticipated in October.
 - b. The Fire Department has submitted their proposed Fire Territory Operating Budget (see attached). Ms. Haskins reviewed this. Mr. Davenport suggested consideration be given for clerical assistance for the new trustee, particularly since they will be learning from scratch.
4. Cemetery Fencing Update: Ms. Haskins reviewed the two quotes for split rail fencing at our three cemeteries (see attached). She has been in contact with the County Line Brethren Church about the parcel connected to Zion Cemetery. She anticipates hearing back from them soon. She reported having had discussions with the Indiana Department of Transportation Archeologist (whom she was instructed to talk with) about the possibility of a headstone being in the right of way for Michigan Road. The Archeologist will verify the location of the headstone and inform Ms. Haskins about his findings. As a result, there are some outstanding issues specifically related to Zion Cemetery. Openings will be provided to allow for public access. Mr. Barber moved to table this item, seconded by Mr. Davenport, and passed 3-0.
5. Trustee Update:
 - a. Ms. Haskins reviewed the fund activity from January 1, 2026 to May 17, 2026 (see attached).
 - b. Ms. Haskins requested input regarding a specific request for Township Assistance. Input was provided.

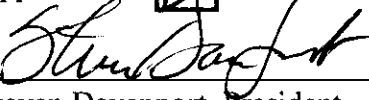
- c. Ms. Haskins reported that she is still waiting to hear back from our insurance carrier regarding the disability/life insurance for full-time employees.
- d. Ms. Haskins reported that she turned in one application for the Owner-Occupied Housing Rehabilitation Project.
- 6. Good of the Order announcements or updates from Fire Department:
 - a. Mr. Haskins reported that he does not have an update on housing for our emergency workers.
 - b. Mr. Haskins reviewed the report of their calls/responses from January 1, 2026 through April 30, 2026 (see attached).
 - c. Mr. Haskins references Mr. Robertson's accounting of his administrative work in April 2026 (see attached).
 - d. Mr. Haskins has received three applications for our full-time positions.
 - e. Ms. Haskins reported that she continues to navigate the change in phone service provider.
- 7. Public Comment: None
- 8. Next Meetings:
 - a. Fire Territory Executive Session: Monday, June 8 at 5:00pm.
 - b. Fire Territory Meeting, Monday, June 8 at 6:00pm.
 - c. Township Board Meeting, Monday, June 8 at 6:30pm or immediately following the Territory meeting.
- 9. Mr. Barber moved to adjourn, seconded by Ms. Fisher, and passed 3-0. Meeting adjourned at 6:34pm.

Respectfully Submitted,
Stephen Barber, Secretary

Approved: ☒ As Written/Printed

☐ As Amended

☐ As Corrected



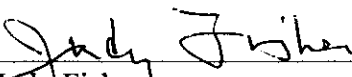
Steven Davenport, President

6-8-26
Date



Stephen Barber, Secretary

6-8-26
Date



Judy Fisher

6-8-26
Date

North Township Marshall County Public Meeting
Monday, May 18, 2026 at 7:00pm
LaPaz-North Township Fire Station

1. **Approval of 4/22/2026 Meeting Minutes**
2. **Territory Recommendations**
3. **Preliminary Budget Discussions**
4. **Cemetery Fencing Update**
5. **Trustee Update**
6. **Good of the order announcements or updates from Fire Department**
7. **Public Comment (Limited to 2 minutes per person)**

Fund Name	Beginning Balance 1/1/26	Receipts	Disbursements	Ending Balance 5/17/26
General	\$ 486,171.98	\$ 111,718.27	\$ 25,800.83	\$ 572,089.42
Territory Operating	\$ 1,156,166.28	\$ 28,392.62	\$ 160,986.46	\$ 1,023,572.44
TA	\$ 36,047.75	\$ -	\$ 3,009.34	\$ 33,038.41
Territory ERF	\$ 81,995.67	\$ -	\$ -	\$ 81,995.67
Rainy Day	\$ -	\$ -	\$ -	\$ -
Total	\$ 1,760,381.68	\$ 140,110.89	\$ 189,796.63	\$ 1,710,695.94

- 37.8% of the year has lapsed. Township expenditures are at 19% of budget, Fire 20%, Township Assistance 12%.
- We have had 6 requests for township assistance. 1 for mortgage/rent assistance, 4 for utilities, and 1 for cremation assistance. Of the total 6 applications, 5 were approved and 1 was denied. 9 adults and 7 children were helped between the 5 households assisted. These numbers do not include any assistance applications that the applicant never followed through on.

North Township Marshall County Public Meeting

Monday, May 18, 2026 at 7:00pm

LaPaz-North Township Fire Station

Sign-In Sheet

1. *Steve Barber*
2. *Judy Fisher*
- 3.
- 4.
- 5.
- 6.
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- 9.
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- 19.
- 20.
- 21.

2027 PROPOSED FIRE DEPT OPERATING BUDGET

Operating Budget

Personal Services

Full-Time Staff

Salary	\$62,500.00	increased \$7,500
Insurance	\$ 4,650.00	increased \$250
Employer Taxes	\$ 5,500.00	
<u>PERF</u>	<u>\$ 4,375.00</u>	increased \$525
	\$77,025.00 x 6 =	\$462,150.00

Administrative Compensation	\$12,000	
Overtime	\$10,000	decreased \$5,000
Part-Time Employees	\$10,000	decreased \$10,000
Volunteer Firefighters	\$40,000	
Volunteer Officers:	\$20,000	
Fire Chief - \$10,000		
Assistant Chief (2) - \$5,000 each		
Employer Taxes (Part-time)	\$4,000	increased \$1,800
<u>Total Personal Services</u>		<u>\$558,150 (+36,450)</u>

Supplies

Office Supplies	\$5,000	
Fuel	\$21,000	
Station Maintenance Supplies	\$5,000	
Medical Supplies	\$18,000	
Clothing/Gear	\$35,000	
Communication	\$10,000	decreased \$15,000
<u>Total Supplies</u>		<u>\$94,000 (-\$15,000)</u>

Other Services and Charges

Miscellaneous	\$4,000	
Maintenance Contracts	\$5,000	decreased \$6,500
Insurance	\$60,000	increased \$10,000
Utilities	\$24,000	increased \$4,000
Truck Maintenance	\$40,000	
Small Equipment	\$45,000	
ALS Assists	\$6,000	
Training	\$8,000	
Accu-Med Overpayment	\$2,000	
Professional Fees (EMS MC)	\$12,000	new line added

<u>Total Other Services and Charges</u>	<u>\$206,000 (+19,500)</u>
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TOTAL OPERATING BUDGET	\$858,150
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Increase of \$40,950 over 2026 budget (5.01%)

Quote

5/1/2026

Mullet's Fencing & Supplies

6223 8th Rd.
Plymouth, IN 46563

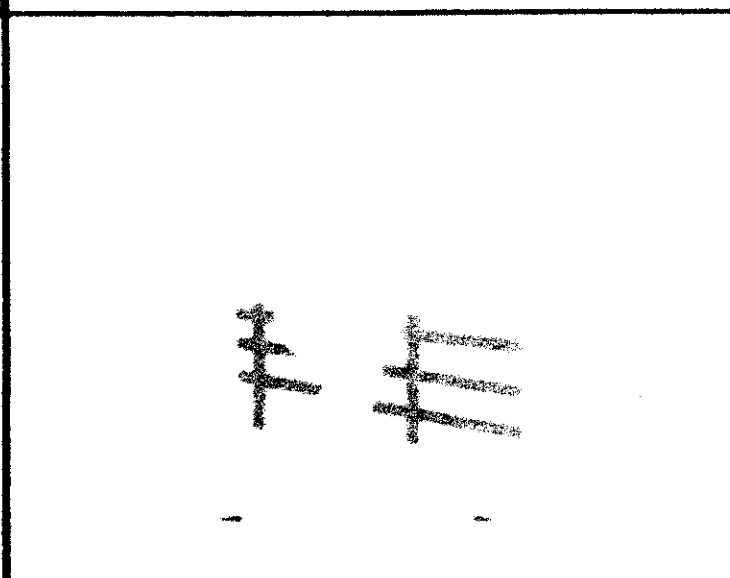
Tel: (574) 536-5418 Fax: (574) 354-6223

Customer Name/Address
NORTH TWP TRUSTEE PO BOX 354 LAKEVILLE IN 46537

Job Site
WHITE CEMETERY 2C RD PLYMOUTH IN 46563 NORTH TOWNSHIP TRUSTEE@YAHOO.COM 574-910-0388 05-01-2641

Terms	Net 15
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Job Description
THIS IS TO INSTALL APPROXIMATELY 208' OF 2-RAIL SPLIT RAIL FENCE. TREATED MATERIALS. 5-6"X7' END AND CORNER POSTS. 3.5"X6"X7' LINE POSTS. 11' HEAVY DUTY RAILS. THIS JOB IS TO BE DONE IN FULL COMPLETION. THANKS!



As no fence product is totally safe, there remains a potential for injury to livestock. Therefore, Mullet's Fencing & Supplies shall in no event be responsible for any injury to persons, livestock, or personal property. All material is guaranteed as specified. All work is to be completed in a workmanship manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, illness, accidents, acts of God, or delay beyond our control.

Material Total	\$ 1,177.39
Labor Total	\$ 1,656.00
Extra Labor	\$.
Trucking	\$ 87.00
Fuel & Equipment	\$ 265.00
SUBTOTAL	\$ 3,185.39
TAX (7%)	\$.

Acceptance of Contract - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to the work as specified. Payments are 50% down, with balance due upon invoice date. THANK YOU FOR THE OPPORTUNITY TO WORK FOR YOU!!

JOB TOTAL	\$ 3,185.39
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Signature _____ Date _____

Mullet's Fencing & Supplies

6223 8th Rd.

Plymouth, IN 46563

Tel: (574) 536-5418 Fax: (574) 354-6223

Quote

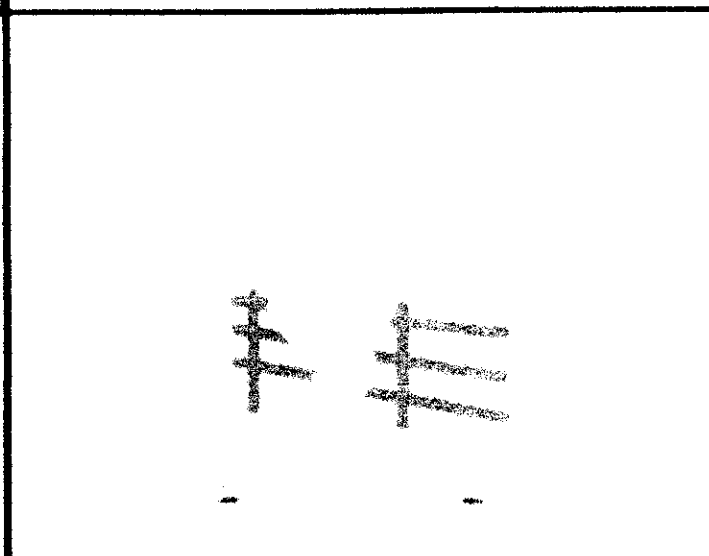
5/1/2026

Customer Name/Address
NORTH TWP TRUSTEE
PO BOX 354
LAKEVILLE IN 46537

Job Site
FAIRMOUNT CEMETERY
MICHIGAN RD PLYMOUTH IN 46563
NORTHTOWNSHIPTRUSTEE@YAHOO.COM
574-910-0388 05-01-26A4

Terms	Net 15
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Job Description
THIS IS TO INSTALL APPROXIMATELY 2084' OF 2-RAIL SPLIT RAIL FENCE. TREATED MATERIALS. 5-6"X7' END AND CORNER POSTS. 3.5"X6"X7' LINE POSTS. 11' HEAVY DUTY RAILS. THIS JOB IS TO BE DONE IN FULL COMPLETION. THANKS!



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Acceptance of Contract - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to the work as specified. Payments are 50% down, with balance due upon invoice date. THANK YOU FOR THE OPPORTUNITY TO WORK FOR YOU!!

Material Total	\$ 14,687.52	T
Labor Total	\$ 9,936.00	
Extra Labor	\$ -	
Trucking	\$ 348.00	
Fuel & Equipment	\$ 1,060.00	
SUBTOTAL	\$ 26,031.52	
TAX (7%)	\$ -	

JOB TOTAL	\$ 26,031.52
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Signature _____ Date _____

Mullet's Fencing & Supplies

6223 8th Rd.

Plymouth, IN 46363

Tel: (574) 536-5418 Fax: (574) 354-6223

Estimate

5/1/2026

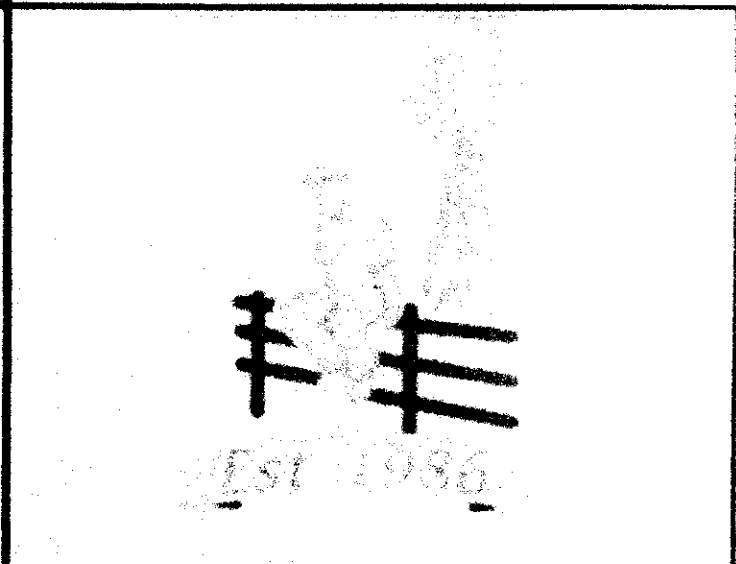
Est #

Customer Name/Address
NORTH TWP TRUSTEE PO BOX 354 LAKEVILLE IN 46537

Job Site
COUNTY LINE CEMETERY US 31 LAKEVILLE IN NORTHTOWNSHIPTRUSTEE@YAHOO.COM 574-910-0388 04-09-26A2

Terms	Net 15
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THIS IS TO INSTALL APPROXIMATELY 710' OF 2-RAIL SPLIT RAIL FENCE. TREATED MATERIALS. 5-6"x7" END AND CORNER POSTS. 3.5"x6"x7" LINE POSTS. 11' HEAVY DUTY RAILS. THIS JOB IS TO BE DONE IN FULL COMPLETION. THANKS!



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Material Total	\$ 5,431.34	T
Labor Total	\$ 4,140.00	
Extra Labor	\$ -	
Trucking	\$ 174.00	
Fuel & Equipment	\$ 530.00	
SUBTOTAL	\$ 10,275.34	
TAX (7%)	\$ -	

Acceptance of Contract - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to the work as specified. Payments are 50% down, with balance due upon invoice date. THANK YOU FOR THE OPPORTUNITY TO WORK FOR YOU!!

JOB TOTAL	\$ 10,275.34
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Signature _____ Date _____

Area Wide Fencing

Name: Joshua Knisely

Area Wide Fencing

Tel: 574-377-3136

Email: areawidefencing574@gmail.com

Date: 4/13/26

Client Name: Emily Haskins

Client Address: North Township Marshall County

Client Phone Number: 574-910-0388

Job Description: Three Split Rail Cemetery Fences

Cemetery 1

- 1808 ft

- Cedar Split Rail

- 2 Rail

Total = \$21,597.06

Cemetery 2

- 310 ft

- Cedar Split Rail

- 2 Rail

Total = \$4,850.00

Cemetery 3

- 730 ft

- Cedar Split Rail

-2 Rail

Total = \$9,658.44

Total Cost = \$36,105.50

Half due at beginning of project = \$18,052.75

The remaining balance of \$18,052.75 is due at completion of project.

***Price subject to change due to any unforeseen circumstances and price of material cost.**