Meeting Minutes
Meeting of the North Township Advisory Board
Held at the Fire Station in Lapaz, IN
August 25, 2025 at 6:00pm

North Township Advisory Board Members Present:
Steven Davenport, President
Steve Barber, Secretary
Judy Fisher (recently appointed to fill vacant seat)

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. Please refer to our website for a schedule of our meetings, links for the live streams, and additional information: https://northtownship.org

The meeting consisted of the following.
Mr. Davenport called the meeting to order at 6:01pm.

1. Approval of July 21, 2025 Meeting Minutes. Mr. Barber moved to accept the minutes as printed, seconded by Mr. Davenport and passed 2-0. Ms. Fisher abstained because she was not present for this meeting.
2. Billing Service Update:
    a. Ms. Haskins reported the following:
        i. $34,709 Net collections received to date this year.
        ii. $120,917 Gross charges to date this year
        iii. 142 Billable trips this year

[Mr. Barber expressed his appreciation to Judy Fisher for her willingness to serve on the Board. Introductions were made.]

3. Resolution for PERF Establishment
    a. Ms. Haskins reported that pursuant to action by the Territory and this Board, we are going to establish the MyChoice PERF Plan Fund. She has prepared a Resolution for the Board to act on at this meeting. There is a document for Mr. Davenport to endorse as President of this Board. Mr. Barber moved to adopt the resolution, seconded by Mr. Davenport, and passed 3-0.
4. 2026 Budget Workshop Update:
    a. Ms. Haskins explained that Marshall County has not yet published their Certified Net Assessed Valuation, which impairs our ability to compare our budget numbers against the levy. In fairness, this appears to be an issue across the state due to recently enacted legislation. Briefly, the Certified Net Assessed Valuation directly affects the rate of the levy. [Rather than provide a longer explanation of this issue, the secretary invites the reader to attend or watch the Budget Presentation at the Board Meeting scheduled for September 24, 2025 or the Budget Adoption at the Board Meeting scheduled for October 9, 2025. It is hoped that the Certified Net Assessed Valuation will be available for these meetings.] Regardless of the availability of these numbers, we are required to advertise our budget even though it cannot be finalized yet.
    b. Separately, for the Township General Fund, Ms. Haskins explained that $80,000 is the estimated maximum amount that can be raised. In column 2, she explained that we are budgeting to spend

$134,200. We anticipate that monies carried over into 2026 will enable the Township to spend more on budgeted items than we anticipate receiving next year.

   c. Ms. Haskins added that we have not budgeted expenses for the Territory Equipment Replacement Fund. If an expense is needed, then an appropriation would be required.

5. Discuss North Township Capital Improvement Plan
   a. Ms. Haskins presented a proposed Capital Improvement Plan (see attached). She explained each aspect of this Plan.
      i. The Rainy Day Fund currently has a balance of $36,030.27.
      ii. The Rainy Day Fund could be utilized for equipment purchases for the Territory.
      iii. During Ms. Haskins' meeting with her DLGF Representative, the Representative made a note that we may be making an appropriation later this year.
      iv. Regarding LIT Shares in the future, the Representative informed Ms. Haskins that the Township should anticipate that we will NOT be receiving LIT Shares beginning in 2028.
      v. The Representative also recommended using a figure of 2% for anticipated increase in revenue for things like FIT, CVET, and Excise Tax Distribution – in our projections for the future. In addition, these revenue streams will no longer be split automatically into different funds as of 2026. The Township will need to decide which fund(s) will receive these revenue streams. Ms. Haskins is advocating for the Territory to be the recipient of these revenue streams.
      vi. A discussion ensued regarding the proposed Capital Improvement Plan. No action is required at this time.
6. Trustee Update:
   a. Ms. Haskins reported that a patron reached out to her about library cards expressing her dismay that we are the only township that requires residents to pay for their cards. It was reported that Polk Township pays the entire cost for residents to obtain a library card. She asks that North Township consider paying the entire cost for residents to obtain a library card. Ms. Haskins reached out to Polk Township and inquired about how they budget this. Polk Township reported that they budget $9,600 for patrons to obtain a library card. Polk Township has never reached $9,600, but if they were to do so, it would be capped at $9,600 for the remainder of the year. Ms. Haskins reports that our library budget is $4,000. Mr. Barber asks how much Township monies has been employed by the Plymouth Public Library for each of the past 3-5 years. Please note that this is to be differentiated from how much money the Township budgets or how much the Township submits to Plymouth Public Library. The history of this library arrangement and the current protocols were reviewed. Mr. Barber asks that we consider this at our March 2026 meeting after having obtained the requested numbers from the Plymouth Public Library. Mr. Barber adds that he would like to also schedule meeting(s) for us to consider cemetery issues (ie. fencing, etc.) and other issues as well. This would enhance our ability to obtain necessary data, secure any input (technical or from the public), and offer the Board sufficient time to make informed decisions. This suggestion is differentiated from addressing issues as they arise.
   b. Mr. Ecker, President, LaPaz Town Council reported to Ms. Haskins that their accountant has informed them that they are not able to "write off" the sewer bill for the Township, as agreed to for the use of the restrooms by the Town of LaPaz. In order to devise an equitable arrangement, this means that the Town would pay $40.80 monthly to the Township for the use of the restrooms and the Township would pay the Town $40.80 for their monthly sewer bill. In addition, Mr. Ecker also informed Ms. Haskins that the State is requiring the Town to return monies previously allocated for the restrooms in the park. This will prolong their endeavor to secure their own restrooms for the park. As a result, the LaPaz Town Council is expressing an interest in a longer-term arrangement for use of the Township's restroom facilities, while they continue to pursue

funding for the restrooms in the park. A contract will be drawn up to present to the Town of LaPaz.

   c. Ms. Haskins reported that a Territory Meeting is anticipated to be scheduled to address ambulance equipment issues which seem to be arising from a possible settlement between Union Twp and the Union-North Ambulance Service, Inc. Specifically, it is anticipated that the **equipment** currently being rented from the Union-North Ambulance Service (which is currently in service on our 2016 Ambulance) will need to be replaced. It was noted that the 2016 Ambulance is scheduled to be remounted. Mr. Robertson has secured a couple of quotes to replace these items. One is for all new equipment, and the other includes new equipment as well as some refurbished equipment. The reader is referred to these attached documents. Mr. Haskins reviews radio information. A discussion ensued. Ms. Haskins asked if we would like to move ahead with whatever the Territory decides, or would we like to schedule another meeting quickly upon certification of the settlement. Mr. Davenport suggests that we find out if Union Township would like to sell the equipment to us, which is currently in the ambulance. This has the potential to save considerable time and money. A discussion ensued. Mr. Davenport moved to offer Union Township up to $30,000 for three pieces of equipment. This was rescinded by Mr. Davenport. Mr. Barber moved to offer Union Township up to $40,000 for all equipment that is a part of the settlement, seconded by Ms. Fisher, and passed 3-0.
   d. Ms. Haskins presented her financial status report, including township assistance (see attached with corrected date of Ending Balance as 8-25-25).
7. Good of the Order announcements or updates from Fire Department
   a. Mr. Haskins reports that two classes are scheduled for this fall and mid-winter.
   b. Mr. Haskins reports that staff are being trained in the use of the SCBAs. They are not yet fully employed.
   c. Mr. Haskins reported that a presentation will be made to County Commissioners on Tuesday, September 2, 2025 to request a $50,000 reimbursement for the SCBAs purchased recently.
   d. Mr. Haskins has advertised for vacant positions and has received an application. Another prospect has not yet passed his test. Mr. Robertson is currently in Advanced EMT classes.
   e. Mr. Barber asked County Councilwoman Cox to explain the role of the Council in the Fire Department reimbursement program. She reported that the Council did initiate this and that they hope to do this again next year. However, they are currently looking at how to manage budget cuts which are anticipated. The next Council meeting will be on Monday, September 8, 2025. She also spoke about a drone program for the county which they are hoping to establish.
   f. Mr. Barber asked Mr. Haskins if the gate at Maple Leaf is wide enough for trucks to get through. Mr. Haskins indicated that they have been able to respond to calls at that location. Mr. Barber followed up by asking how they gain access to locations with gate or door locks with codes. Mr. Robertson reported that typically dispatch will provide a code in order to access and respond to the emergency. Ms. Cox clarified that Maple Leaf was approved as a gated community.
   g. Mr. Haskins reported that the school has asked us to provide ambulance services for varsity football games.
8. Public Comment: None
9. Next Meetings:
   a. Wednesday, September 24, 2025. This meeting will include the Budget Presentation.
   b. Thursday, October 9, 2025. This meeting will include the Budget Adoption.
   c. As noted earlier, there may be an emergency meeting to address ambulance equipment.
10. Adjournment: Mr. Davenport moved to adjourn, seconded by Ms. Fisher and passed 3-0. Meeting adjourned at 7:49pm.

Respectfully Submitted,
Stephen Barber, Secretary

Approved: [X] As Written/Printed [ ] As Amended [ ] As Corrected

Steven Davenport, President	10-6-25 Date
Stephen Barber, Secretary	10-6-25 Date
Judy Fisher	10-6-25 Date

North Township Marshall County Public Meeting
Monday, August 25, 2025 at 6:00pm
LaPaz-North Township Fire Station

Sign-In Sheet

1. [illegible]
2. Steve Barber
3. Nicole Cox
4. Judy Fisher
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North Township Marshall County Public Meeting
Monday, August 25, 2025 at 6:00pm
LaPaz-North Township Fire Station

1. **Approval of 7/21/25 Meeting Minutes**
2. **Billing service update**
3. **Resolution for PERF Establishment**
4. **2026 Budget Workshop Update**
5. **Discuss North Township Capital Improvement Plan**
6. **Trustee update**
7. **Good of the order announcements or updates from Fire Department**
8. **Public Comment (Limited to 2 minutes per person)**

Online Streaming: https://www.youtube.com/live/6itKRTtr12w?si_CLa2XRlhbtHw2bM8

North Township Marshall County Public Meeting
Monday, August 25, 2025 at 6:00pm
LaPaz-North Township Fire Station

Fund Name	Beginning Balance 1/1/25	Receipts	Disbursements	Ending Balance 12/31/25
General	$ 325,073.17	$ 137,505.72	$ 78,327.21	$ 384,251.68
Territory Operating	$ 599,173.14	$ 731,787.59	$ 289,894.22	$ 1,041,066.51
TA	$ 42,231.24	$ -	$ 4,673.95	$ 37,557.29
Territory ERF		$ 47,841.92	$ -	$ 47,841.92
Rainy Day	$ 36,030.27	$ -	$ -	$ 36,030.27
Fire	See notes in Cell ,	$ -	moved to territo	$ -
Cumulative	See notes in Cell ,	$ -	moved to territo	$ -
EMS	See notes in Cell ,	$ -	moved to territo	$ -
Total	$ 1,002,507.82	$ 917,135.23	$ 372,895.38	$ 1,546,747.67

- 64% of the year has lapsed. Township expenditures are at 45% of budget, Fire 29%, Township Assistance 17%.
- We have had 18 requests for township assistance. 2 for mortgage/rent assistance, 14 for utilities, and 2 for cremation assistance. Of the total 18 applications, 15 were approved and 3 were denied. 26 adults and 10 children were helped between the 14 households assisted. These numbers do not include any outstanding assistance applications that the applicant never followed through on.