Meeting Minutes
Meeting of the North Township Advisory Board
Held at the Fire Station in Lapaz, IN
Wednesday, September 16, 2026 (following the Territory meeting)

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 6:37pm.

1. Approval of 7/27/26 Meeting Minutes: Mr. Barber moved to approve the minutes, seconded by Ms. Fisher, and passed 3-0.
2. Territory Recommendations:
    a. Mr. Barber moved to adopt the Territory's recommendation for the following wording for Compensatory Time in the Employee Manual as follows:
    b. In lieu of receiving overtime pay, eligible employees may elect to receive compensatory time ("comp time") in accordance with applicable federal and state law and Township policy. Compensatory time shall accrue at the same rate as overtime compensation would otherwise be earned. Employees may accumulate a maximum of 72 hours of compensatory time, including compensatory time carried over from year to year. Once this maximum has been reached, no additional compensatory time may be earned until existing comp time has been used.

       Employees are encouraged to use accrued compensatory time throughout the calendar year. Any unused compensatory time remaining at the end of the calendar year may carry over to the following year~~, but no new time may be accrued until existing comp time has been used.~~
    c. The motion was seconded by Ms. Fisher and passed 3-0.
3. Cemetery Update:
    a. Ms. Haskins reported that the fallen tree has been removed from Fairmount Cemetery. She still needs to assess potential storm damage to headstone(s).
    b. We are waiting on the vendor to take care of the storm damage to tree(s) at Zion Cemetery, near County Line Brethren Church. Ms. Haskins continues to await the church's response to our query about what the church wants to do about their property abutting the cemetery. The problem is related to our requirement to put up fencing around the cemetery, since it appears that there is a headstone on the church property and would consequently be outside of any fencing put around township property.
    c. In the event we have not heard back from the church by our next meeting, Mr. Barber expressed his personal preference to proceed with fencing for the other two cemeteries before the end of the year.

d. [During a later discussion on the Capital Improvement Plan, Ms. Haskins reported that she has had inquiries about selling plots previously purchased.]

4. 2027 Budget Presentation:
   a. Ms. Haskins reviewed the 2027 Budget.
   b. Regarding the Township General Fund, Other/Fire & EMS, Ms. Haskins clarified that the Township can provide financial support for the Territory Fire and EMS purchases. Furthermore, the $60,000 currently listed for the 2027 budget for this category is anticipated to be insufficient to satisfy our obligation specified in the Interlocal Agreement. Additional expenditures beyond $60,000 will require an additional appropriation. Mr. Barber thereupon advocated for reducing this to zero, effectively requiring the board next year to go through the appropriation process for any expenditures in this category. He expresses his desire to slightly reduce the levy and the end of year cash balance. A discussion ensued. Mr. Barber moved to reduce the amount of this budget category from $60,000 to $0.00. This motion died for lack of a second.
   c. Mr. Barber shared his research and proposal for the Township Assistance Fund. He moved that we change our budgeted amount for the Township Assistance Fund for 2027 to $10,000, utilizing the following amounts.
      i. Office Supplies: $250.00
      ii. Housing: 3,000.00
      iii. Utilities: 5,000.00
      iv. Funerals, Burials, Cremation: 1,750.00
      v. Ms. Fisher seconded the motion which passed 3-0.
      vi. It was clarified that the other sub-categories would remain and be zeroed out. It was explained that expenses in these areas could be supplemented from any other underused sub-categories as we have done at year's end for other categories. And, in the event of marked economic distress, an additional appropriation could be considered.
   d. Mr. Barber also expressed his hope that the insurance collections will help to support the budget and lower the levy.
   e. Ms. Haskins completed her review of the proposed 2027 Budget.
5. Resolution for Permanent Transfer from Territory General to Territory Equipment Replacement Fund
   a. Mr. Barber moved to adopt Resolution 2026-1 authorizing this permanent transfer of $40,872.00 to the Territory Equipment Replacement Fund, seconded by Ms. Fisher, and passed 3-0.
6. North Township Capital Improvement Plan
   a. Ms. Haskins reviewed the Capital Improvement Plan.
   b. Mr. Davenport moved to adopt Resolution 2026-2, the Capital Improvement Plan, seconded by Ms. Fisher, and passed 3-0.
7. Additional Appropriation Hearing
   a. Ms. Haskins explained the Additional Appropriation for the purpose of remounting one of our ambulances. Mr. Barber moved to adopt Resolution 2026-3, Additional Appropriation, seconded by Mr. Davenport, and passed 3-0.
8. Trustee Update:
   a. Regarding expenditures thus far this year compared to the annual budget, Ms. Haskins reported that we have spent 32% of the Township General Fund; 17% of the Township Assistance Fund; and 66% of the Territory General Fund.
   b. Ms. Haskins reported that she has been notified by the SBOA to conduct the standard preliminary audit prior to the end of her term. This will help determine the extensiveness of the audit required after the installment of her successor. She has complied by sending all data electronically to the SBOA. She anticipates that this will include some conversations with the SBOA.

9. Good of the Order announcements or updates from Fire Department: Nothing additional.
10. Public Comment/Response:
    a. Ms. Haskins explained that the reason there is so much money in the Township General Fund is because of the increase/windfall of LIT upon the establishment of the Fire Territory.
    b. It was clarified that Workman's Compensation Fund audits occur annually. One factor which increased our costs this year was the filing of two claims. Combined with being at full staff currently, it is anticipated that our rates can be reduced next year.
    c. It was clarified that the only difference between an ambulance that runs "basic" and one that runs as "advanced" is in the supplies it carries.
11. Next Meetings:
    Territory Board - Wednesday, September 30, 2026 at 6:00pm
    Township Advisory Board – Wednesday, September 30, 2026, following the Territory Board meeting.
12. Mr. Barber moved to adjourn, seconded by Ms. Fisher, and passed 3-0. Meeting adjourned at 7:59pm.

Respectfully Submitted,
Stephen Barber, Secretary

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

Steven Davenport, President — 9-30-26 Date

Stephen Barber, Secretary — 9-30-26 Date

Judy Fisher — 9-30-26 Date

North Township Marshall County Public Meeting
Wednesday, September 16, 2026 at 6:30pm
LaPaz-North Township Fire Station

1. **Approval of 7/27/2026 Meeting Minutes**
2. **Territory Recommendations**
3. **Cemetery Update, if applicable**
4. **2026 Budget Presentation**
5. **Resolution for Permanent Transfer from Territory General to Territory Equipment Replacement Fund**
6. **North Township Capital Improvement Plan**
7. **Additional Appropriation Hearing**
8. **Trustee update**
9. **Good of the order announcements or updates from Fire Department**
10. **Public Comment (Limited to 2 minutes per person)**

North Township Marshall County Public Meeting
Wednesday, September 16, 2026 at 6:30pm
LaPaz-North Township Fire Station

Sign-In Sheet

1. [illegible]
2. Steve Barber
3. Don Berger
4. Jacob Cox
5. Sarah Klingerman
6. Stan Murphy
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