

Madison Township Board Meeting

January 5, 2016

Meeting Held at: Station 32 - 7047 Landersdale Road, Camby, IN 46113

Attending:

Scott McDonough – Trustee

Kenny Johnson – Board Chairman

James Johnson – Board Secretary

Jim Miles – Board Member

Call to Order:

Jim Miles calls meeting to order at 7:00pm

Pledge of Allegiance:

Lead by Scott McDonough

1<sup>st</sup> Order of Business – Reading of Previous Meeting Minutes

- Miles reads previous meeting minutes out loud.
- Under 2<sup>nd</sup> Order of Business, it should state the additional appropriation amount was for \$2,455 out of the Fire Fund.
- Public comment made on several items, they believed should have been included in the minutes.
- Miles makes a motion to approve as amended. James Johnson 2nds. Motion passes 3 to 0.

2<sup>nd</sup> Order of Business – Election of Officers

- Jim Miles nominated James Johnson to be Secretary. Kenny Johnson 2nds motion. Motion passes 2 to 1.
- James Johnson nominated Kenny Johnson to be Chairman. Jim Miles 2nds motion. Motion passes 3 to 0.

3<sup>rd</sup> Order of Business – Meeting Format

- Jim Miles makes a motion to hold Board Meetings on the 1<sup>st</sup> Tuesday of each month, except for the months of June, July and August. James Johnson 2nds motion. Motion passes 3 to 0.
- Jim Miles makes a motion to use Robert's Rules of Order for meeting format, but slightly modified. He would like a casual form of participation but follow all other rules. James Johnson 2nds motion. Motion passes 3 to 0.

4<sup>th</sup> Order of Business – Policy on Materiality

- Trustee Directive with regards to Policy on Materiality and Process for Reporting Material Items was presented to the board. Discussion on the dollar amounts that should be listed. Cash and non-cash items in excess of \$500 of value are listed as the limits on the Trustee Directive.
- Township Board Resolution – Regarding the variance thresholds. This endorses the Trustee’s declaration attached as Appendix, regarding a policy on materiality and a process for reporting material items.
- Kenny Johnson makes a motion to approve, Jim Miles 2nds. Motion passes 3 to 0.

Good of the Order -

- Jim Miles – Asks for a Township Report from the Trustee. Trustee McDonough reports that we stayed within our budget in 2015 and final numbers will be out with the annual report in a few weeks.
- Clerk - Reports that sales tax on utilities had been being paid for years. She applied for an exemption on behalf of the township, it was approved in July. A request has been submitted to the Department of Revenue for a refund of sales tax on utilities that had been paid over the past 5 years. Expected refund amount is close to \$7,000.
- Clerk – Provides report to the board over the cost of Financial Consulting over the past 10 years. Cost has greatly decreased from 2014 to 2015, with the Clerk taking on doing some of the work that had been done in the past by the Financial Consultants.
- Next Board Meeting set for February 2<sup>nd</sup> at 7pm, at Station 31.

Motion to Adjourn

Miles makes a motion to adjourn meeting. Johnson 2nds the motion. Motion passes 3 to 0. Meeting is adjourned at 0:00pm.

Scott McDonough – Township Trustee: \_\_\_\_\_

Jim Miles – Board Chairman: \_\_\_\_\_

James Johnson – Board Secretary: \_\_\_\_\_

Kenny Johnson – Board Member: \_\_\_\_\_

*Respectfully Submitted by:  
Kelly Alcala  
Madison Township Clerk*