

WHITE RIVER TOWNSHIP BOARD MEETING
TRUSTEE'S NOTES
DECEMBER, 21, 2016

ATTENDEES: Mark Messick, Gregory Rainbolt, Margaret Young, David Pollard, Mary Sue Kane and Mary Lou Habicht

Meeting was called to order by Greg Rainbolt at 10 AM followed by the first order of business which was the Pledge of Allegiance.

Greg: The next order of business is WRT Resolutions and Certifications. The first one I have on paper is WRT Resolution 2016-06 which is Adoption of 2017 Township Assistance Guidelines. I will hand the floor over to Mark Messick.

Mark: The nice thing about this year's is it does not feel like it is as thick as it is because our copier copies both sides. It is 30 some pages but it is only 16 pages. The standards have not changed; there was no change from last year at all. I need to send a copy to the J.C. attorney, to the commissioners, Greg has to have a copy, I have to have a copy and we need a copy in each one of our interview areas so I have several copies here. So unless you want to talk about it, I will ask that you adopt the resolution as written.

Greg: I will open up the Resolution 2016-06, do I have a second?

Peggy: Second.

Greg: Having a first and a second, is there any discussion on the Resolution?

Peggy: So it has not changed from last year?

Mark: Not at all.

Greg: No changes from last year. No discussion. I will ask for a vote to approve the WRT Resolution 2016-06, the Adoption of 2017 Township Assistance Guidelines. All those in favor say Aye (all board members said Aye). Three Ayes, the motion carries, the Resolution was adopted. I will now pass them around.

Mark: The county attorney has asked for one. We have always had to give one to the commissioners.

Dave: That is Kathleen isn't it?

Mark: Yes Kathleen Hash.

Mark: We had 3 appeals this year, one by the same lady twice. She did not show the second time. One by a person we denied because they would not cooperate. They did not show for the appeal three times. Finally the commissioners denied the appeal.

Greg: The next order of business is WRT Resolution 2016-07, this is the Salary Resolution. I will open that up. Do I have a second?

Dave: Yes.

Greg: Having a first and a second, I will take a look at the Salary Resolution and Mark can discuss that.

Mark: There is no change, it is the exact same as last year. Our salaries are set. Mine is \$37,080, the board is set at \$2400, the clerks are set at \$16.50, the custodian is set at \$13.50

and the investigator is set at \$35 per case. The investigator has asked for an increase. I don't think it is necessary but I will bring it to the board.

Dave: Who is your investigator now?

Mark: Tom Calvano.

Dave: I don't know him.

Mark: I think it is a fair wage for the amount of work he does. There are cases that he has to go maybe 2 or 3 times and I would ask the board to give me leniency if he has to go 3 times maybe on that particular case have him write me a report and then a follow up report and I will pay him for two visits.

Peggy: Why does have to go 2 or 3 times?

Mark: People aren't there and we really are trying to help them because they really need the help.

Peggy: That is just oxymoron, if they need help why aren't they there?

Mark: Well sometimes they just don't come to the door.

Dave: Have you had that happen before where you had to send him 2 or 3 times?

Mark: Yes.

Dave: And you haven't been paying him?

Mark: No.

Dave: Why do you want to start now?

Mark: Because that is why he is asking for a raise. He does not think it is fair that he has to drive 2 or 3 times.

Dave: Does he make a phone call if they have a phone?

Mark: That is a problem too, that is why they are not answering the door, that is why they are not answering their phone and eventually what they will do is call him back after he leaves a message because they are screening their calls. Then he has something else that he has to do so now he has to go, he has already left, now he has to go back another day.

Dave: I would think twice would be sufficient. If they are not that interested, why are we interested?

Mark: We tried this last week. As a matter of fact I got in an argument with this gal for like ½ hour because we had denied her before when she qualified because she was not cooperative as far as letting us get the investigation done. The investigator called her on Friday left her a message asking her to call back. She didn't call back. Once he calls and leaves them a message he goes. Now I tell him he does not have to call because I want it to be a surprise investigation. If he calls and does not get an answer, he just goes because most likely they are screening their calls. Most of them are supposed to be there. They are told they are supposed to be there. So he went and she was not there. So he went back on Saturday during the day when he thought she would be there and the babysitter was there. He told the babysitter why he was there and asked to have the applicant call because she was at work. He never got a phone call back. I told him to try and make contact again. She really needed help. I told him to try and make contact again. He called on Monday and said that she needed to call him back by 4. She did not do that. I came back to the office to do something and at 5:18 she had called and was complaining about the investigator that he was not trying to work with her, he said that if she did not return the call by 4 that they were going to close the case. I called her back and told her that was me, I'm the one who had instructed him to do that, you were denied assistance before

and we had like a ½ hour discussion. She kept coming back with all these other things. Long story short Dave; I got him out there on Tuesday. I pended the case on Monday. I was able to help her. I don't do that very often. I do understand that some of these people are dodging collection agencies, they are dodging neighbors or friends who have loaned them money or whatever and they are in crisis mode.

Dave: That is not our problem; that is their problem.

Mark: It is our problem, that is what we are here to do is help the people who are in our standards.

Dave: It is not our problem when they intentionally make themselves unavailable, that is not our problem.

Peggy: In one of our processes though I mean I know you can have a bleeding heart and I totally understand, it is on the income or the application or whatever you have to be made available and if he tries.

Mark: We make them all aware that they have to be available.

Mary Sue: But wait a minute...

Mary Lou: But we don't tell them when he is coming though, so it could be 2 days later. We never know when the investigator is going, so they don't know.

Mary Sue: They could be working.

Mark: What I want to find out sometimes from the investigator is the boyfriend living there, is there more than one car there, are there circumstances that they are not telling us on the interview, that is why we have the investigation.

Peggy: Does he get additional funds for fuel or does \$35 encompass all of that?

Mark: \$35, he has to review the case that I give him, I give him the case. He has to go see them, ask all the additional questions I put on there. The state has a group of questions that we have to ask for the state. Then I have a group of questions where I have looked at the application and I maybe have some follow up questions. Two questions I always ask, what are you going to do next month and they do that in the interview too. What are you going to do if the township is not able to assist? I want to see if we get consistent answers there. Then also I have questions on things I see, where did this deposit come from, a whole bunch of things, why aren't you getting support. One recently we had on the birth certificate they had told us that the, they were not a married couple; they told us that he was the father. On the birth certificate it had her ex's name on the birth certificate for the child. So I asked why is that? Apparently that is the reason they got the divorce. He accepted paternity in that case. So there are questions that I want to know. Why aren't they going after child support from your husband and they brought back documents showing that both kids where his.

Peggy: How often does he have to go back twice?

Mark: It is not that much. That is why I'm not asking for a raise for him. He goes out there, sees them, gets back and does his report. I'm saying he spends maybe 2 hours on a case. So he is getting about \$17.50 an hour.

Peggy: Would you say 2 times is enough?

Dave: I would go along with 2 times but not 3.

Peggy: Right.

Mark: I'm not going to pay him but twice ever.

Peggy: Ok.

Mark: I would make it a separate case. I would tell him, this is what we do, that is why I did not pay him. He sent a report, we have 2 investigative reports in that file because when she did not call him back by 4, he just went ahead and did his report and then I made him go back the next day. That is the case where I want to be able to pay him twice for the same case.

Greg: If you could document it that he went back. It would create a problem because when we look at this investigation we will see how many investigations you have and at the end of the year we would say how come there was more money expended when there was only...

Mark: We keep extensive paper trails.

Mary Lou: But sometimes people come in on a Monday and he does not go out until Wednesday and we tell them, I mean they can't stay home not knowing when he is coming.

Greg: Right.

Mary Sue: They maybe out looking for a job.

Mary Lou: Yes.

Dave: But if he calls and makes an appointment.

Mary Lou: But he does not call.

Mark: I don't want him calling.

Mary Lou: He just has to go and we never know.

Dave: He only calls if he has to go back a second or third time?

Mark: Right.

Dave: I got it, I got it.

Mark: The reason I want him, I want to know if the boyfriend is living there or if somebody else is living there.

Greg: I understand.

Mark: So I create part of the problem.

Greg: If I was the investigator, I would be...

Mark: It does not happen that much, most of the time they are available or they are not going to come to the door ever. We have one case where they have been denied twice, they have never ever come to the door. That is the one that I told you about that they never showed up 3 different appeals with the county commissioners and never showed up. Some people don't want to be contacted and I can't help them.

Greg: I say you leave it the same as you are doing right now and if he needs further...

Mark: Pay if he does extra work.

Greg: Yes.

Peggy: You could put repeat investigation or something so we know how many repeats there are.

Mark: Yes we could do that on the report that we give you and I don't think you will see any, hopefully you won't.

Peggy: Do we have repeat investigations of the same client or the same applicant?

Mark: Yes, we investigate every time.

Peggy: So they could come in in October and then they come in in November and then they come in in December.

Mark: We don't ever have that but they can come in in May and come in in November and we will send the investigator both times.

Peggy: So is there nothing in the law that states you can only have so much assistance?

Mark: Nothing.

Peggy: They can have it every month.

Mark: I don't think we have ever, only people with cancer and on their deathbed, we have never since I have been trustee it is highly discouraged. We make it a point of them knowing that this is emergency assistance and this is not ongoing and each time they come in the bar will be set higher because they will come in and somebody will not have a birth certificate and I'll accept the tax return or something. They will come in the first time and they don't have a current driver's license but boy if they come in the second time I make them go get that driver's license. They can be dead broke and I will say I don't care, you came in in May and now it is November and you know what our standards are. We just had a person and he went and got his driver's license.

Dave: You have to have a driver's license?

Mark: You are supposed to have current issued ID, just like voting. You can have an ID card or you can have a driver's license.

Dave: Ok.

Mark: If you are an adult.

Greg: Any other discussion on the Resolution, the Salary Resolution?

Peggy: So did you add that at your discretion?

Mark: No, I will make the board aware if we do that. That is all we need to do. We are going to pay him \$35 a case, I'll just make you aware that I consider this a second case, you know I pended it. That is what I have to do I have to pend the case. So if I pend it and we send him back, then we consider that a second case.

Peggy: Ok.

Dave: Ok.

Mark: So I'm not giving him a raise. Do you want to know how much he wanted? He wanted \$50. He said what are you going to do if I quit? I said well I guess I will do the investigations for a while until I find somebody else.

Peggy: I'm sure you could find a police officer when they are off duty. I have friends who serve summonses when they are off duty.

Greg: All those in favor of the WRT Resolution 2016-07 the Salary Resolution indicate their approval by saying Aye (all board members said Aye). The Ayes have it, the resolution is adopted.

Greg: Next on the agenda is WRT Nepotism Certification. I will hand this over to Mark.

Mark: This is the same thing that you always sign. Basically it is saying that I'm not appointing any of your relatives and I had to sign the same thing saying that I'm not appointing any of my relatives.

Peggy: Where there relatives grandfathered before this?

Mark: Yes there were up to \$5000, there were some that were grandfathered in up to \$5000. That is mainly where a trustee has a wife that is working for him or his sister. Up in Wayne Township I think it is half the township. I think every relative that guy has is working for him.

Peggy: Not the current, not Andy.

Mark: No not the current, not Andy but the guy before. He had a car, I think he had a car for his investigator. The investigator was his son.

Greg: Next on the agenda is WRT 2017 System of Internal Accounting General Certification.

Mark: Actually Greg you were right, this does need to be a Resolution so it will be Resolution 08.

Greg: So this would be WRT Resolution 2016-08.

Mark: What it is actually doing is every year we have to designate the oversight committee for the following year. This is the same resolution you signed in June. We are signing it today because we have to have it for next year. Do you want me to go over it at all? It is just basically saying that Greg, Peggy and Dave are the oversight committee and that we have these internal controls in place and I'm in charge expediently each year to report to the board on establishment and implementation and I'm telling you that we still have the same things in place. The only thing funny about this resolution is we have to give a copy of this resolution to Mary Sue and Mary Lou for their personal information, so they are aware of what this resolution says. Basically it is to let them know that if there is whistle blowing that needs to be done, they can call one of you guys.

Greg: I will open up the WRT Resolution 2016-08. Do I have a second?

Peggy: I second.

Greg: Having a first and a second is there any discussion on the resolution?

Dave: No.

Greg: Having no discussion on the resolution I will ask for approval. All those indicate their approval by saying Aye (all board members said Aye). The resolution has been approved.

Greg: That concludes all of the Resolutions and Certifications. The next order of business is any other business that may come before the board.

Mark: I have a couple of things for you. One is the furnace for this Community Room and the hallway finally gave out totally. We had a couple of meetings in here when we did not have the replacement furnace in yet. It was put in on Monday so we have heat. We only had about \$2400 or \$2500 left to do the furnace because we went ahead and got the copier since our last meeting also and we also had to pay for the emergency repairs for the furnace but I believe there is enough money left in different areas of the budget that I will be able to pay that bill with the \$2300 also so I think we will be fine and we will not have to do an additional appropriation for that. The furnace that we were going to replace is still needing to be replaced so we will do that the first of the year and if need to come back for additional monies for Repairs and Maintenance we will call a meeting for the additional appropriation. That is just to let you know where we are on that. We actually have two furnaces that are basically shutting down.

Peggy: Who put that in?

Mark: Bond Heating and Plumbing.

Peggy: What was the fee?

Mark: I don't have the invoice yet, he just did it on Monday. I have an idea of what it is going to be, I believe because it does not involve the air conditioner at this time because we needed to get it done and I did not want him to have to deal with the coil, so I told him I just wanted the heat. We will deal with the air conditioner when we get to that time.

Peggy: What is the system he put in?

Mark: I think it is a York. I will get all of that information for you Peggy. When I get the invoice I will give a copy of the invoice to you. Remind me to get a copy of the invoice from Bond to them when I get the bill. We got the copier.

Dave: What did it cost?

Mark: \$4618.00.

Dave: Wow.

Peggy: It is nice stuff.

Mark: It is already saving us money because it copies both sides and it is now also our fax machine and scanner. It does a very good job on the scanning also. Thank the board for that. The other one we did not have them take it because it is our backup. I put it in the back room and I can still play with that thing if I have too until we absolutely have to replace the drum which is not replaceable because it is not out there anymore but we can use it as backup if we need to. The other thing I would tell the board is that we have been extremely busy the last 2 months.

Peggy: It looks like it.

Mark: I don't have a finger on it as to why. Usually I have a finger on it as to why. I don't know if the ladies have a feeling why we got busy all of a sudden after going all summer with nobody coming to see us.

Dave: Trump got elected.

Mark: If you look at it it was about election time that we started getting busy.

Peggy: Are they new move ins?

Mary Sue: No.

Mark: Some of them, one that we denied was a new move in.

Mary Sue: You can go without air conditioner but you can't go without heat.

Mark: We are talking about the appointments.

Mary Sue: I know. But I'm just saying for utilities.

Mark: Oh for utilities.

Mary Sue: I'm not talking about our room; I'm talking about the appointments.

Mark: Yes that is generally what we see too but most have been looking for rent. Now the gal that I, we helped somebody, talking about that, we did help a lady and she just really needed it and we helped her before I was trustee and it would cost us like \$137 to file a lien. The amount of the lien that we would have to file is less than that for this time and I don't know if I could add the previous time on there or not. It is close, because I just helped her with utilities. But if she comes in again which she may because I don't see her getting help this next month, she may be one of those who comes back a second time and if she does I am going to get with Buschmann and ask him can we add the assistance from the previous times that she has been in.

Peggy: Could you ask another trustee without having to pay?

Mark: No because they are not going to know.

Peggy: Wouldn't they?

Mark: I could call Mary Ann but she is not going to know.

Peggy: No I'm talking about others.

Mark: I can call Debbie Driscoll...

Peggy: Maybe that would help.

Mark: When we talk to him it costs us about \$35 because I don't talk very long to him. He definitely goes by the minutes. Some of them go by the hour. With Steve it is precise to the minute. I bet if I looked at my phone and saw it was 3:04 on the minutes that would be exactly what he would charge us for.

Mary Sue: The last bill was like \$27.

Mark: And also if he gets off on something himself, we don't get charged. If that happens again, right now I'm not filing a lien in which we are going to spend as much money basically as what we are going to get back. The other thing that I would have for you guys is that I have your envelopes.

Greg: Ok that is pretty much it then. We need to have an organizational meeting the first Tuesday after the first Monday which is January 3rd, yes Tuesday January 3rd.

Dave: I doubt I can be there.

Greg: We will just elect you chairman then.

Peggy: That is what happens.

Dave: January when?

Peggy: January 3rd.

Greg: Tuesday, January 3rd, it is indicated by law.

Peggy: I have to be here then if you're not going to be here.

Dave: I don't know for sure because I don't know what is going to happen, I go in for surgery on Dec. 28th.

Mark: What is the surgery for?

Dave: Shoulder.

Greg: Ok. That is mandated by Indiana Code and so we can do it.

Peggy: What time?

Dave: I will be here if I can.

Peggy: I will be here.

Greg: I was just joking Dave.

Dave: I know.

Greg: That meeting is mandated by law. What time would you like?

Peggy: I think that is my half day. I think I have to go back a half day.

Greg: I'm open, what works best for you?

Mark: We are not going to have anybody coming in.

Mary Lou: We have one appointment.

Mark: If we could meet during the day it would save us from having to come back for the meeting.

Peggy: We can do 10.

Mary Lou: There is an appointment that morning. Someone is coming in for January's rent.

Mark: What time are they coming in?

Mary Lou: 9:30 or 10.

Dave: Are you both here that day?

Mary Lou: No.

Greg: We only need one of the ladies here; it is going to be short and sweet.

Mark: We just need one of you anyway. We will just go ahead.

Peggy: I can do 10, if there is an issue I will let you know.

Mark: I know this is backwards for that day but I want Mary Lou in the meeting because she does most of the transcribing of the notes that way you can hear what was said.

Mary Lou: I could call the people and have them come in in the afternoon.

Mark: Just let them come in in the morning.

Mary Lou: They may not show up.

Mark: I was going to say the likelihood of them showing up is pretty slim.

Greg: Ok so January 3rd at the moment at 10 AM will be our organizational meeting. I don't anticipate anything other than that, it should be short and sweet and out the door. We may setup our other meeting.

Mark: We don't have to have that other meeting until the end of February but I don't like procrastinating so I would like to do it in January if possible. At the meeting we will set the Annual Report.

Greg: We will leave that at January 3 at 10 AM and if there is a change if Peggy can't make it we can change it.

Peggy: I will let you know.

Greg: We will do it sometime on that day.

Peggy: Ok.

Mary Lou: Peggy did you say you had a half a day on the 3rd?

Peggy: I think the teachers are half day, then the 4th we have a PD day and the kids come back on the 5th. I get to choose what time I go in on the 3rd.

Greg: Ok. Sounds good. I make a motion to close the Dec. 21, 2016 meeting.

Peggy: I second.