

Keyser Township Trustee Board Meeting Minutes

A regular meeting was held on May 9, 2019 at 7:00p.m. at Garrett City Hall in the 2nd Floor Trustee Office. Present were Don Chaffin, John Cutshall, Kathryn Sattison, and Mike Lilly.

Meeting was called to order at 7:00p.m by Don Chaffin. All members read the minutes to the past meeting and Don made a motion to approve all minutes as presented. Motion carried.

Financial Report

Ending balance	\$11,277.88 (April 30, 2019)
Deposits in transit	\$ 0.00
Outstanding checks	\$ 3,197.76
Balance	\$ 8,080.12
Ledger balance	\$ 8,775.95
Diff from prior Trustee	<\$ 695.83>

Kathryn made a motion to accept the Financial Report as presented. Motion carried.

Trustee Report

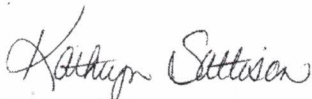
- Lilly shared information on budget planning for the Fall. Tentative dates:
 - 9/12/19 for 2020 public Budget Meeting
 - 10/10/19 for Budget adoption
- The phone system is as set as it will be. Some changes were made and it is able to meet the needs of the office.
- Lilly reported to the Board that he became aware of two additional cemetery lots that were paid in cash in 2018 to CJ Ley. No cash was deposited into the Township bank account, though receipts were produced by the payees and were signed by Mr. Ley. Lilly will contact appropriate offices for possible legal action.
- Lilly never heard back from the former mowing company regarding a quote. He has another person that has provided a quote for \$170 per mow, which would cost approximately \$2500 per season based on recent years history.
- Lilly reported that call volume has been increasing.

Old Business

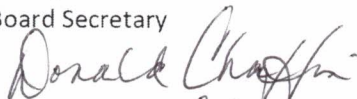
Mike will reach out to the Fire Territory group to see if there is a future meeting scheduled.

The next regular meeting is scheduled for 6/13/19 at 7:00p.m. At 8:40p.m. John made a motion to adjourn.

Respectfully submitted,



Kathryn Sattison
Board Secretary


Donald Chaffin
Board Chair