

# Keyser Township Trustee Board Meeting Minutes

A regular meeting was held on November 14, 2019 at 7:00p.m. at Garrett City Hall in the Trustee's Office. Present were Don Chaffin, Kathryn Sattison, and Mike Lilly. John Cutshall was absent due to illness.

Meeting was called to order at 7:06p.m by Don Chaffin. Chaffin made a motion to approve minutes as presented. Motion carried.

## Fiscal Officer's Report

Ending balance	\$10,252.11 (October 31, 2019)
Deposits in transit	\$ 0.00
Outstanding checks	\$(1,200.00)
Balance	\$ 9,052.11
Ledger balance	\$ 9,747.94
Diff from prior Trustee	<\$ 695.83>

Sattison made a motion to accept the Fiscal Officer's report. Motion carried.

## Trustee Report

- Lilly reported that there is an opportunity to have Keyser township representation on the DART Board – whether someone from our board or a citizen. DART Board currently meets on the 4<sup>th</sup> Tuesdays at 1:00pm.
- We received the final fallout from the IRS regarding the negligent financial filings from the past trustee. Lilly has already budgeted a sufficient amount to cover all penalties and fees so the township should be in a sound financial position, as the URS did not waive any penalties or fees as requested.
- At this time, it looks as if we will have enough to pay out the balance of the short paid payroll expenses that was found when Lilly audited previous years. Should monies be available at year end, those checks will be sent as voted on earlier this year.
- December payroll will be sent prior to December 31<sup>st</sup> in order to be included on this year's financials.

## Old Business

There are additional concerns regarding the Fire Territory. The City of Garrett is not in compliance with the agreement in several areas. Lilly is planning to attend the upcoming City Council meeting as it is on the agenda to be discussed. The Board is unanimous in its position to not extend our taxing authority, nor extend services regarding the Fire Territory at this time.

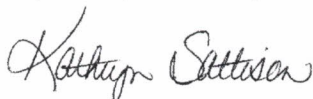
## New Business

There was no new business and there were no comments from the public.

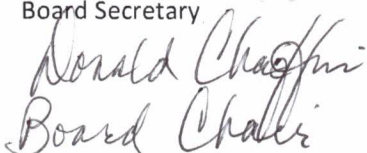
The next regular meeting is scheduled for 1/09/20 at 7:00p.m.

At 8:03p.m. Sattison made a motion to adjourn.

Respectfully submitted,



Kathryn Sattison  
Board Secretary



Donald Chaffin  
Board Chair