

# Keyser Township Trustee Board Meeting Minutes

A regular meeting was held on February 11, 2021 at 6:00 p.m. at Garrett City Hall in the 2<sup>nd</sup> Floor Trustee Office. Present were Don Chaffin, Cherrie Wells, Kathryn Sattison, and Mike Lilly.

Meeting was called to order at 6:02 p.m. by Don Chaffin. Chaffin made a motion to approve minutes as presented. Motion carried.

## Financial Report

|                         |                                 |
|-------------------------|---------------------------------|
| Ending balance          | \$ 14,782.30 (January 31, 2021) |
| Deposits in transit     | \$ 0.00                         |
| Outstanding checks      | \$ 1,056.00                     |
| Balance                 | \$ 13,726.30                    |
| Ledger balance          | \$ 14,422.13                    |
| Diff from prior Trustee | <\$ 695.83>                     |

- Sattison made a motion to write off \$695.83 from the previous Trustee. Motion carried. It will be taken from the General Fund – Other Services & Charges.
- Sattison made a motion to accept the monthly Financial Reports as presented. Motion carried.
- 2020 Annual Financial Report was presented. Wells made a motion to accept as presented. Motion carried. Lilly will submit and publish.

## Trustee Report

- Lilly presented the 2020 Keyser Township Officer's Annual Report. Wells made a motion to accept report as presented. Motion carried.
- Resolution 21-1 to update Assistance guidelines for 2021 was presented. Sattison made a motion to adopt the resolution. Motion carried. Lilly will file and copy the DeKalb County Commissioners.
- There is a Fire Territory meeting scheduled for later this month. He received a revenue report for Garrett Clerk-Treasurer and it does not reflect and revenue received from Altona. Lilly will follow-up with Conkle as she reported that those monies had been received.
- Lilly reported that he was contacted by Auburn's Mayor Ley about the City of Auburn adding additional territories to the TIF district.

## Old Business

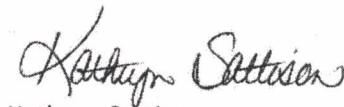
- There will be a Fire Territory meeting soon. Chaffin will keep us posted.

## New Business

- The floor was opened for any community comments. There were none.

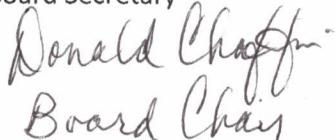
The next regular meeting is to be determined. Chaffin made a motion to adjourn at 6:45 p.m.

Respectfully submitted,



Kathryn Sattison

Board Secretary

  
Donald Chaffin  
Board Chair