

Keyser Township Trustee Board Meeting Minutes

A regular meeting was held on September 7, 2023, at 6:00 p.m. at the Trustee Office at Garrett United Methodist Church, 110 W Houston St. Present were Kathryn Sattison, Cherrie Wells, and Mike Lilly. Don Chaffin was absent.

Meeting was called to order at 6:11 p.m. by Wells.

Wells made a motion to accept the minutes of the 6/14/23 meeting as amended. Motion carried.

Financial Report

Lilly presented financials.

Trustee Report

Lilly reported the following regarding applications:

- YTD there have been 27 applications handed out
- 5 applications have been received back, with the last being in March
- 3 applications were granted assistance
- 2 applications were denied

New Business

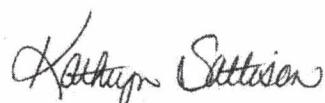
The proposed 2024 Budget was reviewed and discussed.

Old Business

Although the Board unanimously opposed the request to make the Fire Chief position full-time, during the recent Fire Territory meeting, it was recommended to approve the full-time position with an adjusted salary of \$65,000/yr. The Board would like to revisit this discussion next year.

The next regular meeting is scheduled for 9/21/23 at 6pm. Sattison made a motion to adjourn at 6:30 p.m.

Respectfully submitted,



Kathryn Sattison
Board Secretary



	2022 Budget			2022 Actual			Diff			2023 Budget			8/31/2023			Used			Left			2024 Budget					
	General	Salaries	Salaries	Withholdings	General	Salaries	Salaries	Withholdings	General	General	Salaries	Salaries	Withholdings	General	Salaries	Salaries	Withholdings	General	General	Salaries	Salaries	Withholdings	General	Salaries	Salaries	Withholdings	
Salaries					9,600.00	8,700.00	900.00			9,600.00	5,159.43	4,440.57	9,600.00						9,600.00	5,159.43	4,440.57	9,600.00					
Withholdings					1,000.00	665.55	334.45			1,000.00	344.25	655.75	1,000.00						1,000.00	344.25	655.75	1,000.00					
Supplies																											
Office					1,000.00	549.24	450.76			1,000.00	378.22	621.78	1,000.00						1,000.00	378.22	621.78	1,000.00					
Other Services and Charges																											
Professional Services					500.00	340.00	160.00			500.00	385.30	114.70	1,000.00						1,000.00	385.30	114.70	1,000.00					
Communication and Transportation					200.00	160.52	39.48			2,000.00	1,092.08	907.92	2,000.00						2,000.00	1,092.08	907.92	2,000.00					
Printing and Advertising					400.00	368.12	31.88			400.00	130.18	269.82	400.00						400.00	130.18	269.82	400.00					
Insurance					1,600.00	1,416.00	184.00			1,600.00	1,461.00	139.00	1,600.00						1,600.00	1,461.00	139.00	1,600.00					
Repair and Maintenance					7,400.00	6,740.00	660.00			17,500.00	5,092.75	12,407.25	17,500.00						17,500.00	5,092.75	12,407.25	17,500.00					
Rentals					1,500.00	1,500.00	-			2,000.00	1,800.00	200.00	2,000.00						2,000.00	1,800.00	200.00	2,000.00					
Other Services and Charges					1,300.00	1,704.59	(404.59)			1,300.00	283.50	1,016.50	1,300.00						2,000.00	283.50	1,016.50	2,000.00					
Community Service Agreements					1,500.00	1,500.00	-			1,500.00	-	1,500.00	1,500.00						1,500.00	-	1,500.00	1,500.00					
Total General					14,400.00	13,729.23	670.77			26,800.00	10,244.81	16,555.19	26,800.00						26,000.00	10,244.81	16,555.19	26,000.00					
Total Township					26,000.00	23,644.02	2,355.98			38,400.00	16,126.71	22,273.29	38,400.00						37,600.00	16,126.71	22,273.29	37,600.00					
Assistance																											
Direct Assistance																											
Funerals, Burials, Cremations					1,200.00	1,200.00	-			1,200.00	-	1,200.00	2,400.00						1,900.00	-	1,900.00	1,900.00					
Housing					1,900.00	931.24	968.76			1,900.00	850.00	1,050.00	1,900.00						1,900.00	850.00	1,050.00	1,900.00					
Utilities					1,900.00	367.90	1,532.10			1,900.00	193.35	1,706.65	1,900.00						1,900.00	193.35	1,706.65	1,900.00					
Total Assistance					5,000.00	2,499.14	2,500.86			5,000.00	1,043.35	3,956.65	5,000.00						6,200.00	1,043.35	3,956.65	6,200.00					
Total Township					31,000.00	26,143.16	4,856.84			43,400.00	17,170.06	26,229.94	43,400.00						43,800.00	17,170.06	26,229.94	43,800.00					