

**Regular Board Meeting - Olive Township Board
110 S. Arch St, New Carlisle, IN 46552
Wednesday, February 12, 2025 @ 10:00 AM EST**

Attendance: Tina Scott, Will Miller, Josh Schweizer, Bob Middlebrook, Tim Creason, Tom Keen and Keith Batzel

Others present:

Community Members requesting permission to address the board on a specific agenda item are requested to complete a registration form for each item prior to the conclusion of Item III. Individuals will be permitted to speak at that time or during the specific agenda item excluding Consent Items. Any questions on the Consent Items shall be addressed to the Trustee by contacting his office. Persons will be restricted to one appearance per item and limited to three (3) minutes.

Call to order

- I. Adopt Agenda- **motion made by Bob; 2nd by Keith; motion passed by body 3/0**
- II. Consent Items-
 1. Reconciliation of accounts- **motion made by Keith; 2nd by Bob; motion passed by body**
 2. Approve Meeting Minutes- 1/13/2025- **motion made by Keith; 2nd by Bob; motion passed by body 3/0**
- III. Longevity for Administrative Assistants- **motion made by Keith; 2nd by Bob to table to next meeting; motion passed by body 3/0**
- IV. Sign Cash & Investment Combined Statement/AFR- Tina presented documents to board at prior meeting, board signed and will get advertised in the South Bend Tribune.
- V. BOT Resolution- Josh said this covers us if we decide to build our fire station. Keith read the Resolution and board signed it. **Motion made by Bob; 2nd by Keith to approve the Resolution; motion passed by body 3/0**
- VI. Fire Territory Updates-
 1. Josh said they have identified a piece of property where the water tower is going (which is owned by GM), so GM would give that property to us or the county to build the fire station. The GIS department within the county is doing a study to see if that location is the best place for the fire station. The next piece of the puzzle is to secure an agreement with the county to build the fire station. At the county council meeting that was held last night, Dustin Fox, Dustin Brown and Gary Fox have been appointed to the redevelopment commission.
 2. Jason Critchlow sent an email to all the Trustee's in St Joseph County identifying four or five people that should consolidate into one Fire Territory. He would be willing to shoulder the cost of that study. Clay and Center township said they are already working on this, and Harris township said they are not interested either. Pete had a conversation with Jason and stated

Steve Downey (Portage and Warren) doesn't have to be the fire chief. Consolidation may need to be our future but right now it doesn't make sense.

VII. Cemetery Updates- Keith stated all the historical data has been entered. Keith would like to provide a souvenir to the cemetery board, maybe a coffee cup. Will said he was on board with that idea. Keith said he'd like to plan a Memorial service at some point. Also, on March 15th the Christmas wreaths will be picked up if anyone would like to help.

VIII. Community Center Update-

1. There will be a meeting on February 13th at 12:00 pm at the Trustee's office. The architects want to put out a community survey to get input on what they would like at the center. There will be two different public engagement meetings, one on April 10th at the Elementary school and the other one is May 14th at the high school.
2. Tim spoke to Joe Thomas and would like us to write a letter requesting more police presence on State Road 2.

IX. Assistant Report- Helped one client with rent and utilities for January.

X. Internal Controls- Will has been working with Todd and he filled out a questionnaire for the town and fire territory. In March, Todd will get back with us with the next step.

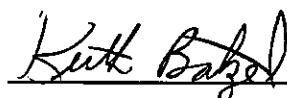
XI. Next meeting date March 12, 2025 @ 10 am at Trustee's office 110 S Arch St. New Carlisle, IN 46552

XII. New Business/Old Business--- N/A

XIII. Adjournment: motion made by Bob; 2nd by Keith to close the meeting at 11:46 am



Bob Middlebrook, Board Member



Keith Batzel, Board Member



Tim Creason, Board Member



Will Miller, Trustee