

Regular Board Meeting - Olive Township Board
110 S. Arch St, New Carlisle, IN 46552
Wednesday, December 17, 2025 @ 10:00 AM EST

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

Others present: Pastor Don

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 Bob; 2nd by Keith; motion passed by body 3/0**
2. Approve Meeting Minutes- 10-08-2025 & 11- 4-2025- changes were presented and made to the meeting minutes **motion made by Bob to approve the meeting minutes; 2nd by Keith; motion passed by body 3/0**

III. Additional Appropriations- Josh explained that at the Fire Territory meeting he explained that operationally we are running over budget. The first is health care and second is double time and overtime as well. The next request is to purchase a 2026 Chevy Tahoe for the Fire Marshall for \$59,000.00 Will read the Additional appropriations resolution **motion made by Bob to approve the additional appropriations of \$186,500 ; 2nd by Keith; motion passed by body 3/0**

IV. Community Reserve- Will had pastor Don from the Wesleyan Church (Community Reserve) speak at the meeting. Will was proposing to help them for services rendered to help the Community Reserve in administrative cost. They are looking at hiring a part time person to help assist with the Community Reserve. Will discussed splitting the remainder we had in the Direct Assistance Budget between the Food Pantry and the Community Reserve. Will want to use the \$11,000 we have left to help fund them for next year. Keith suggested having some type of disbursement report to see how the funds were spent monthly. **Bob made a motion to appropriate \$11,000 to the community reserve; 2nd by Keith; motion passed by body 3/0**

V. Fire Territory Update

1. Levy Appeal was denied, due to the DLGF saying we did not have a Fire Territory in 2019. Josh explained that we did in July of 2019. However the territory was redone, but it did not include Hudson Township which skewed the numbers now. They were not part of the territory in 2019 so for three years it didn't show that certified growth because they weren't part of the territory until 2022. The end of 2025 would give you that three-year growth. Since 2025 isn't available until 2026 you don't see that growth. Josh would like to investigate a new accounting firm. Will stated they are not charging us for the work regarding the levy appeal. Tim asked what damage this does for the Territory. Josh said it doesn't do anything because we didn't make any arrangements for using the funds, we will just have to work harder.

2. Josh stated that they talked with Liberty Township about possibility of merging with them. Josh said we are exploring all our options to see which best fits us. Josh stated that the Center township Fire Chief stepped down. He stated that Center was looking into merging with Clay and Penn. Josh stated that he would like to break down and meet separately with each group and vet these possibilities and that these are our options moving forward.

3. Josh presented two different retirement plans for employees to pick from. They will be emailed to the board and added to the agenda on December 22nd meeting.

4. Rich from Envoy texted Josh that he is meeting with Whiteman and the county on January 6, 2026 and stated that things seem to be moving along. He would like to meet with Josh after that meeting.

VI. CVET Distribution -Tim read the Resolution 2025-12-17-a- for the Fire Territory. **Motion made by Keith to approve the resolution; 2nd by Bob; motion passed by body 3/0** and will deposit those funds into the Fire Territory Fund. Resolution 2025-11-17-b for Township- deposit funds into Rainy Day Fund. **Motion made by Keith; 2nd by Bob to approve both resolution; motion passed by body 3/0**

VII. Salary Ordinance/Vacation Pay- Josh said Susie's pay did not change. It will be added to the agenda on December 22nd agenda. Keith stated that he would like to be paid monthly. Vacation was not updated. Discuss the vacation days for administrative staff during budget season for 2026 for 2027.

VIII. Board Members Appointment- Tim Creason will be president, Keith Batzel will be Secretary and then Bob is Board Member.

IX. ACH Payments- Tina spoke to Jordan at 1st Source. Every invoice will be added into the First Source Checking account website and then after each invoice is entered then Tina will add a dollar amount and select each one, then Will then logs in and submits each one, similar to the check process.

X. Assistance Report- nothing for the month November. Will wants to add that we will cover up to \$3,000 towards a burial for an indigent person. Tina will reach out to Pete to write a resolution for the Standards and Guidelines.

XI. Cemetery Updates- Keith recommended that Will contact Jarrod Miller start cleaning up the tree lines. **Bob approved the bids from Jarrod Milner for \$7,000.00; 2nd by Keith; motion passed by body 3/0**

XII. Schedule January and February Meetings- Meetings were scheduled for January 6, 2026 @ 10 am and January 20th @ 10 am and February 11th at 10 am at the Trustee's Office 110 S Arch St. New Carlisle, IN 46552

XIII. New Business/Old Business

XIV. Next meeting date is December 22, 2025, at 10 am at the Trustee's office 110 S. Arch St. New Carlisle, IN 46552:

XV. Adjournment:

Meeting ID: 219 139 301 342 87

Passcode: mJ68XU7n



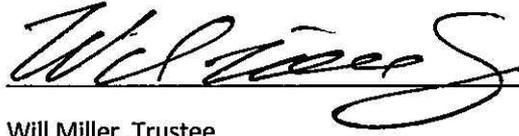
Bob Middlebrook, Board Member



Tim Creason, Board Member




Keith Batzel, Board Member



Will Miller, Trustee