

Veale Township Board
Daviess County, Indiana

Township Board Meeting
Minutes
January 4, 2025

Open Meeting & Welcome:

The Veale Township Board meeting was called to order by Clint Young, Chairman, at approximately 12:58pm on Saturday, January 4, 2025. The meeting was held at the Veale Township Trustee Office and the residence of the Trustee located at 1048 E 500 S, Washington, IN.

Clint Young welcomed all in attendance. The participants included Clint Young (Board Member), Rosie McGuire (Board Member), Sue Killion (Board Member) and Bill Killion (Trustee). Additionally, Maria Killion (Past Trustee) was in attendance.

The meeting agenda and board packet had been provided to the board members in advance of this meeting.

Veale Township Board Organization - Election of Officers - 2025:

- Chairman
- Secretary

Clint Young, Chairman, advised the board that the first order of business for 2025 was the organization of the Veale Township Board and election of officers. Clint then opened the floor for nominations for Chairman.

- **Chairman:**

Sue Killion nominated Clint Young for the 2025 Veale Township Board, Chairman position. The nomination was seconded by Rosie McGuire. The board members voted unanimously to approve Clint Young as Chairman for the 2025 Veale Township Board.

Clint Young opened the floor for nominations for Secretary.

- **Secretary:**

Sue Killion nominated Rosie McGuire for the 2025 Veale Township Board, Secretary position. The nomination was seconded by Clint Young. The board members voted unanimously to approve Rosie McGuire as Secretary for the 2025 Veale Township Board.

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Old Business:

- **Minutes of December 6, 2024 – Township Board Meeting – Approval:**

Copies of the December 6, 2024 Veale Township Board minutes had been provided to the Board Members, in advance of this meeting. Clint Young, Chairman, asked if there were any changes or corrections to the meeting minutes. No changes or corrections were required. Clint Young, Chairman, requested a motion to accept the Veale Township Board minutes of December 6, 2024, as written. A motion was made by Clint Young to approve the minutes. Sue Killion seconded the motion. The board members voted unanimously to approve the Veale Township Board minutes of December 6, 2024.

Following the approval of the minutes, the Board Members signed the minutes. Trustee Killion also signed the minutes following the acceptance by the Veale Township Board.

- **Board – Internal Controls Audit – Board Member Reports:**

- **Internal Controls Audit – October 2024 – Clint Young**
- **Internal Controls Audit – November 2024 – Sue Killion**

Clint Young reported that he had completed the October Board Audit and it was accepted and compliant. He returned the completed audit to Trustee Killion to archive.

Sue Killion reported that she had completed the November Board Audit and it was accepted and compliant. She returned the completed audit to Trustee Killion to archive.

New Business:

- **2024 Certification Nepotism in Employment Policy & Contracting Policy – Trustee:**

Trustee Killion had signed the 2024 Trustee Nepotism Compliance Certification on December 16th and provided a copy within the board packet.

- **2024 Certification Nepotism in Employment Policy & Contracting Policy – Board:**

A copy of the 2024 Board Nepotism Compliance Certification was signed by the Veale Township Board members.

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- **Indiana Township Association – Membership & Dues - Board Approval:**
 - **2025 Veale Township - Membership Dues - \$200.00**

An email from Debbie Driskell, ITA Executive Director and the Invoice for the 2025 Veale Township membership ITA dues were provided. Trustee Killion reported that ITA had raised the 2025 membership dues and that the increase for Veale Township was \$50.00.

A motion was made by Rosie McGuire to approve the 2025 ITA Membership for Veale Township. Sue Killion seconded the motion. The board members voted unanimously to approve the 2025 ITA Membership for Veale Township.

- **Township Insurance Renewal – Liability, Errors & Omissions, & Automotive – Astra:**

- **Agent – Capstone Insurance Group**
- **Policy Review – Scheduled – February 12th @ 10:00am**
- **Current Policy - Coverage ends 3/1/2025**

Trustee Killion distributed copies of a letter from Astra Insurance dated December 26, 2024 and an email from Agent, Emily Schmucker, dated December 30, 2024 regarding a conditional renewal notice from Astra Insurance. As stated, Emily is pursuing a renewal proposal from Hylant/Astra and additionally, is pursuing proposals from other potential providers. A meeting between Trustee Killion and Agent Schmucker has been scheduled for February 12th at 10:00am to review the proposals.

Agent Schmucker encouraged Veale Township to pursue other options for coverage.

Trustee Killion told the Board that Agent Schmucker, did not have any rates at this point, but he believes that she is expecting a significant increase for our policy from Hylant/Astra. He plans to contact some local agents for quotations of comparable policies. Our current policy ends 3/1/2025.

- **2024 Financial Summary – Actual vs Budgeted Results:**
 - **Township Fund**
 - **Township Assistance Fund**

During the meeting, spreadsheets summarizing the 2024 Budget vs Actual spending were reviewed for the Township Fund and the Township Assistance Fund.

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Trustee Killion reported that the Township Fund was Budgeted for \$36,710 with Actual expenditures totaling \$28,151.74 or 77% of the budgeted amount. He also reported that no individual line item exceeded its budget amount.

Trustee Killion reported that the Township Assistance Fund was Budgeted for \$16,300 with Actual expenditures totaling \$4,024.73 or 25% of the budgeted amount. He also reported that no individual line item exceeded its budget amount.

Trustee Killion reported that the unspent funds do not change our approved 2025 Budget. But the unutilized funds continue to increase our fund balances and the township's strong financial position.

- **CD Rate Summary – December 2024:**

Trustee Killion reported that on December 26, 2024, the highest CD interest rate offered by approved depositories located within Washington, IN was Crane Credit Union, and was 4.86% APY for a 7 months Certificate of Deposit. Please see the attached spreadsheet titled **CD Rate Summary – December 23 - 26, 2024** for the rates and maturity breakdown from the Washington, Indiana approved depositories.

Crane Credit Union was the selected institution for the reinvestment of the Veale Township December 2024 investment.

- **CD Investment – Township Assistance – December 2024:**

CD investment # 42983 with Crane Credit Union matured on December 25, 2024. This investment was sold on December 27th. The principle of \$8500.00 and the earnings of \$306.58 plus \$2500.00 of additional cash from the Old National Bank checking account (Township Assistance Fund) was used to purchase a new CD investment of \$11,306.58 at 4.75% for 7 months from Crane Credit Union.

- **Investment Statement – December 2024:**

December 2024 – Investment Statement was provided within the meeting packet. This December statement showed a beginning total balance of \$124,505.00 and ending total balance of \$127,311.58. The ending balance for the Township Fund totaled \$65,005.00 and the Township Assistance Fund totaled \$62,306.58. The statement also showed the sale of

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CD # 42983 and the reinvestment of \$11,306.58 into a new CD for the Township Assistance Fund.

- **Cash Statement – December 2024:**

The December 2024 Cash Statement was provided within the meeting packet. This statement showed a beginning total balance of \$38,013.31 and an ending total balance of \$23,207.51. The ending balance for the Township Fund totaled \$20,398.87 and the Township Assistance Fund totaled \$2,808.64. Trustee Killion mentioned his strategy to invest additional Township Funds into a short-term investment called TrustIndiana to maximize its earnings. Further discussion will occur during the January 31st Veale Township – Board of Finance meeting.

- **Township Assistance Summary - 2024 – William R Killion:**

Trustee Killion prepared and provided a spreadsheet summary of the 2024 Township Assistance requests with itemized expenditures.

Veale Township had four applications for assistance during 2024. All four requests were approved. Expenditures totaled \$885.76 for electricity assistance, \$70.48 for water assistance, \$493.49 for LP gas assistance, and \$1000.00 for rent assistance. 2024 Township Assistance totaled \$2,449.73.

In addition, Trustee Killion reported that he had received calls on 10/19/24 for funeral/burial assistance, 12/30/24 for electricity assistance, and 12/30/24 for utilities assistance that were from individuals whose residence was outside of Veale Township. Trustee Killion provided contact information of the correct trustee to these callers.

- **W-4 Form – Any Changes:**

Trustee Killion inquired if the board members wanted to make any changes to the W-4 Forms for 2025. No changes were required.

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- **Annual Financial Report - Deadlines:**
 - **Board Review & Approval (on or before - February 18, 2025)**
 - **Submission Deadline (Gateway) – 03/1/2025**

Trustee Killion reported the following deadlines for the 2024 Annual Financial Report by the SBOA. His timeline is to have the 2024 AFR ready for the January 31st board meeting.

- **Board – Internal Controls Audit – Board Member Assignment:**
 - **Internal Controls Audit – December 2024 – Rosie McGuire:**

Trustee Killion advised that he will contact Rosie McGuire when he has the bank statement and has prepared the audit package.

Other Business:

Trustee Killion advised the Board that the Daviess County Website now directs to the new Veale Township Website.

Trustee Killion advised the Board that he had contacted each of the other nine Townships within Daviess County and had advised them of the Local Government Initiative from the Indiana Office of Technology for websites, development & support.

Trustee Killion advised the Board that he had advised Dale Quackenbush, Daviess County IT Director about the Indiana Office of Technology CyberSecurity Assessment offering. He encouraged Daviess County to consider participating.

The Board was provided a copy of a letter from Lindsay J Owens, Editor, Washington Times Herald requesting written notice to the newspaper of its meeting, executive, sessions, and any rescheduled or reconvened meetings. Trustee Killion advised that Veale Township has been compliant to this request and additionally provides notice to local radio stations WAMW and WWBL.

Comments – Board Members:

None

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Next Meeting:

- **Township Board Meeting – January 31, 2025 @ 2:00pm:**
 - 2024 Annual Financial Report – Review & Approval:
 - 2025 Conflict of Interest Filing:
 - 2025 Township Insurance Renewal:
 - Distribution - 2024 W-2 forms:
- **Board of Finance – Annual Meeting – January 31, 2025 @ 2:00pm:**
 - Organization & Election of 2025 Officers:
 - 2024 Veale Township Investment Report, Results, & Approval (William R Killion):
 - Veale Township Investment Policy – Review & Confirm:
 - Indiana Department of Treasury – Approved Depositories:

Meeting Adjourned:

Having completed all the business outlined within the Veale Township Board Agenda for January 4, 2025, Clint Young, Chairman, asked if there were any additional topics that needed to be covered and/or discussed. Being none, Clint Young requested a motion to adjourn the Veale Township Board meeting of January 4th. A motion was made by Clint Young to adjourn the meeting. The motion was seconded by Rosie McGuire. The board members voted unanimously to adjourn the meeting of January 4, 2025. Clint Young, Chairman, adjourned the meeting at approximately 1:42pm.

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Attachments:

Veale Township Agenda – January 4, 2025
2024 Budget Performance – Budget vs Actual
Institutions – CD Rates – December 26, 2024
Investment Statement – December 2024
Cash Statement – December 2024
2024 Township Assistance Summary
Letter – Lindsay J Owens – November 12, 2024



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Agenda - January 4,



2024 Budget
Performance - Budge



Institutions - CD
Rates - December 26



Investment
Statement - Decemb



Cash Statement -
12-2024.pdf



2024 - Township
Assistance Summary



Letter - WTH - L
Owens - November

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Minutes Approval:

Veale Township Board:




Clint Young, Chairman

1/31/2025
Date



Rosie McGuire, Secretary

1/31/2025
Date



W Sue Killion, Board Member

01/31/2025
Date

Trustee:



William R Killion

1/31/25
Date