

Veale Township Board

Daviess County, Indiana

Township Board Meeting

Minutes

August 29, 2025

Open Meeting & Welcome:

The Veale Township Board meeting was called to order by Rosie McGuire, Secretary, at approximately 4:00pm on Friday, August 29, 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.

The participants included, Rosie McGuire (Board Member), Sue Killion (Board Member) and Bill Killion (Trustee). Additionally, Maria Killion (Past Trustee) was in attendance. Clint Young (Board Member) initially participated in the meeting remotely but joined the meeting in person at approximately 4:40pm while the meeting was in progress.

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

Old Business:

- **Minutes of January 31, 2025 – Township Board Meeting – Approval:**

Copies of the January 31, 2025 Veale Township Board minutes had been provided to the Board Members, in advance of this meeting. Rosie McGuire, Secretary, asked if there were any changes or corrections to the meeting minutes. No changes or corrections were required. Rosie McGuire, Secretary, requested a motion to accept the Veale Township Board minutes of January 31, 2025, as written. A motion was made by Sue Killion to approve the minutes. Rosie McGuire seconded the motion. The board members voted unanimously to approve the Veale Township Board minutes of January 31, 2025.

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.

- **Minutes of January 31, 2025 – Veale Township – Board of Finance Meeting – Approval:**

Copies of the January 31, 2025 Veale Township Board of Finance minutes had been provided to the Board Members, in advance of this meeting. Rosie McGuire, Secretary,

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asked if there were any changes or corrections to the meeting minutes. No changes or corrections were required. Rosie McGuire, Secretary, requested a motion to accept the Veale Township Board of Finance minutes of January 31, 2025, as written. A motion was made by Sue Killion to approve the minutes. Rosie McGuire seconded the motion. The board members voted unanimously to approve the Veale Township Board of Finance minutes of January 31, 2025.

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.

- **2024 AFR Publication:**

The 2024 AFR was published in the Washington Times-Herald on February 6, 2025. A copy of the publication was included with the meeting packet for the board's information.

- **Township Insurance - Quotation Summary:**

The 2025/26 Veale Township insurance requirements were provided to three insurance agencies for quoting. One agency no quoted the request. The other two agencies provided quotations. A Quotation Summary was provided to the board members. Capstone Insurance agency with Astra was the low provider at \$888.00 / year. Veale Township renewed its 2025/2026 township insurance policy with Capstone & Astra.

- **Township Insurance Renewal – Liability, Errors & Omissions, Automotive, & Inland Marine (minimum coverage) – Astra:**

- **Invoice #3555 – Dated 3/8/2025:**
- **Premium Summary History: 2019/20 – 2025/26:**
- **Invoice Paid – Check# 2115**
- **Renewal Effective - 3/1/2025 – 3/1/2026**

Veale Township renewed its 2025/2026 township insurance policy with Capstone Insurance Group & Astra at a cost of \$888.00 / year.

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- **Streaming Veale Township Board Meetings & Posting Meeting Video – Update:**
 - **Purchased N-Series Frame System - \$1,720**
 - **Requires Zoom Pro – Purchased – Cost \$135.91 (with 15% discount)**

Trustee Killion reported IC 5-14-1.5-2.9 required each township to live stream their public meeting and to provide access to a recorded copy of the meetings for a minimum of 90 days as of July 1, 2025. Trustee Killion advised the board that he was currently not able to accomplish that requirement for this meeting.

Trustee Killion provided quotations of three options from River Systems for the video system and a copy of the cost for Zoom Pro within the meeting packet.

Trustee Killion reported that he selected the purchase of the N-Series Frame System from River Systems at a cost of \$1720 vs the lease/purchase proposal of \$100 / month for 36 months plus a one-time shipping cost of \$50.00. He advised the Board that N-Series Frame System had been purchased and was set up and functioning. The Zoom Pro required software had been purchased and was set up and functioning. Trustee Killion advised that he was able to get a 15% discount on the purchase of Zoom Pro. Trustee Killion advised that he had the system record 2-3 sample meetings successfully but experienced problems with the camera tracking. Trustee Killion also advised that he was not currently knowledgeable on how to accomplish the live streaming requirement. Trustee Killion expects to be able to live stream and record Veale Township Board meeting of September 19, 2025.

- **Veale Township Website:**
 - **Several Enhancements & Additions Implemented:**

Trustee Killion reported that several enhancements and additions have been added to the Veale Township website since January 2025. Some of those enhancements included:

- Addition of Past Veale Township Trustees.
- Addition of Veale Township Boards for 2019, 2020, 2021, & 2022.
- Addition of Churches located within Veale Township.
- Addition of Indiana 211 – Resource Guides – Daviess County.

Trustee Killion reported that he had recently submitted materials to add Cemeteries located within Veale Township to the website.

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- **TrustINDiana Status:**
 - **Registration Completed – 2/4/2025**
 - **Account Authorization & Login Credentials Completed – 2/11/2025**
 - **Bank Confirmation & Bank Account on the Portal Functioning – 2/13/2025**
 - **First Transfer of Funds – Township General Funds - \$5,000 – 2/13/2025**
 - **Summary Statement – July 31, 2025**

During the January 31st Board of Finance meeting, Trustee Killion provided a copy of the presentation given by TrustINDiana at the ITA Township Talk on 10-10-2024. Trustee Killion advised the Board that this is an investment option that he believes could be used to gain additional earnings by further reducing the cash balance in the checking account due to this fund's liquidity. The Board felt that using TrustINDiana was a good idea and expressed their approval to move forward with TrustINDiana as another investment option for Veale Township.

Trustee Killion advised that he had completed the registration, account authorization, and login credentials during early February 2025. He completed the first deposit transaction with TrustINDiana on 2/13/2025 with \$5000.00 from the Township General Fund.

A Summary Statement – July 31, 2025 was provided to the Board Members that showed the current balances and the earnings YTD: \$311.42 for the Township General Fund and \$20.29 for the Township Assistance Fund.

New Business:

- **SBOA Township Trustee Meeting – April 2025:**
 - **SBOA Presentation & Updates:**

Trustee Killion advised the Board that he attended the mandatory SBOA meeting on April 8th at Vincennes University. He provided copies of the meeting announcement and the meeting agenda. He offered to forward the presentations on any of the topics covered. He provided one slide from the SBOA Updates and Compliance presentation which highlighted the required training for the Trustee. Rosie McGuire had some questions about the cemetery topic. Trustee Killion forwarded Rosie a copy of the presentation titled Cemetery Care and Maintenance.

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- **2026 Wage Resolution – Veale Township – Township Form No 17 - Approval:**
 - **Salary Increase Proposal – Daviess County:**

The Board members were provided a copy of the 2026 Wage Resolution – Veale Township – Township Form No 17 proposal, and a copy of the Washington Times-Herald May 17, 2025 article on **County workers looking at pay raise** stating that the Daviess County Council gave tentative approval for a 3.0% pay raise for 2026.

The 2026 Wage Resolution – Township Form No 17 was presented to the Veale Township Board for their review and approval of the 2026 salaries. Trustee Killion advised the Board that the requested and recommended salary increase for Veale Township was 4.0% which is higher than the Daviess County Council's tentatively approved increase. Trustee Killion told the board members that Veale Township had followed the recommendation of the Daviess County Council for the past five years. For 2025, the Daviess County Council announced county employees would get a 3.5% salary increase and Veale Township followed that percentage increase. However, the Daviess County Council actually granted a 4.0% increase for 2025. He questions if the Council will comply with their May statement for 2026.

Following a discussion regarding the salary increases for 2026, Rosie McGuire, Secretary, requested a motion to approve the 2026 Wage Resolution – Township Form No 17. A motion was made by Sue Killion to approve the proposed 2026 Wage Resolution. Rosie McGuire seconded the motion. The board members voted unanimously to approve the Veale Township 2026 Wage Resolution – Township Form No 17.

Following the Board approval, Board Members, Clint Young, Sue Killion, and Rosie McGuire signed the resolution. Trustee Killion also signed the resolution following the acceptance by the Veale Township Board.

- **BookWiz – 2026 Price Increase Notice:**

A copy of a March 21st letter from AS2's President, Phillip Folkerts to Trustee Killion announcing a 2026 Annual Renewal Price Increase on the BookWiz financial software used by Veale Township to \$899.00. Our 2025 fee was \$399.00.

Trustee Killion told the Board that Veale Township started using BookWiz during 2019. At that time, BookWiz was a cheaper option for especially smaller townships which had been dominated by Tom's Web and MicroSpectrum. BookWiz was much cheaper than the other two companies' offerings but the program was immature and missing some critical features. Trustee Killion worked closely with Mr. Folkerts to improve the software and to

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add the necessary features. As a result of this relationship, Mr. Folkerts discounted BookWiz's fees to Veale Township for the past 6 years. The BookWiz package is now mature. Trustee Killion recommends to continue with BookWiz.

- **2026 Budget Public Hearing – Veale Township:**
 - **Budget Comparison 2026 vs 2025:**
 - **Township General Fund:**
 - **Township Assistance Fund:**

Rosie McGuire, Secretary, opened the 2026 Budget Hearing at approximately 4:36pm. The Board members were provided copies of the completed budget forms prior to this meeting. In addition, the Board members were provided spreadsheets for the Township Fund and the Township Assistance Fund showing the 2026 Proposed Budget by line item per fund as compared to the adopted 2025 budget line items.

The board was advised that the 2026 Proposed Township Fund budget spreadsheet shows an overall increase of \$9,650. This increase includes additions of \$1,240 in Salaries & Benefits, \$400 in Other Supplies, \$1,500 in Professional Services, \$1,500 in Legal Services, \$1,000 in Insurance, \$1,500 in Repair & Maintenance, \$500 in Computer Software Maintenance/Purchase, \$1,500 in Office Rent, and \$500 in Training. The Board was advised that the 2026 salary increases was 4.0% as approved in the salary resolution earlier during this meeting. Trustee Killion advised the Board that budget increases were for a contingency and does not expect to have to use these extra funds.

Killion advised the Board that the 2026 Proposed Township Assistance Fund budget spreadsheet shows an overall increase of \$100.00. This increase was in Insurance.

The board was informed that the 2026 property tax levy for the Township General Fund request was \$20,000 which is a \$2,043 increase to the 2025 Levy of \$17,957.00. The 2025 property tax levy for the Township Assistance Fund was \$5,000 which is an increase of \$558 over the 2025 Levy of \$4,442.

A discussion and question/answer session followed the presentation of the 2026 Budget. Following the budget discussion, the Board members expressed their acceptance and agreement with the proposed 2026 budget and projected property levies.

The 2026 Budget Adoption meeting was confirmed for September 19, 2025 at 4:00pm.

Rosie McGuire closed the 2026 Budget Hearing at approximately 4:48pm.

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- **Capital Improvement Plan – Public Hearing – Veale Township:**
 - **Memorandum – 7/21/25**
 - **Required for each Township**
 - **Required Annually**
 - **Due date: September 30, 2025**
 - **Failure to Submit – No Property Tax Money Distributed**
 - **Veale Township – 2026 CIP Hearing & Review**

Rosie McGuire, Secretary, opened the 2026 Capital Improvement Plan Hearing at approximately 4:50pm.

The Board Members each received a copy of the Memorandum from the DLGF summarizing Ind. Code 36-6-0 signed into law on May 1, 2025 and requiring each township to prepare and submit a Capital Improvement Plan by September 30th of each year. This law also requires the townships to transfer 30% of its surplus balance of unrestricted funds to the Township Road and Infrastructure Fund to ultimately be transferred to a city, town, or county. Failure of a township to adopt and submit the required Capital Improvement Plan results in its loss of property tax distribution for that year.

Trustee Killion reviewed the CIP with the Board. After some discussion and a question/answer session, the Board members expressed their acceptance and agreement with the proposed 2026 Capital Improvement Plan.

The 2026 Capital Improvement Plan Adoption meeting was confirmed for September 19, 2025 at 4:00pm.

Rosie McGuire closed the 2026 Capital Improvement Plan Hearing at approximately 5:10pm.

- **Cash Statement – July 2025:**

Board members were provided copies of the July 2025 Cash Statement in the meeting packet. The Cash Statement of July 2025, showed a balance of \$4,030.77 in the Township General Fund and \$3,302.40 in the Township Assistance Fund. The total cash balance is \$7,333.17 as of July 31, 2025.

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- **Investments:**
 - **CD Rate Summary – June 5, 2025:**
 - **Investment Statement: July 2025:**
 - **Township Fund – Register of Investments:**
 - **Township Assistance Fund - Register of Investments:**

Board members were provided copies of the July 2025 Investment Statement, Register of Investments for the Township Fund (dated August 1, 2025), Register of Investments for the Township Assistance Fund (dated August 1, 2025), and the CD Rate Summary – June 5, 2025 in the meeting packet.

The CD Rate Summary – June 5, 2025 showed the CD rates for the six approved depositories and Liberty Federal Credit Union which is not an approved depository. Of the approved depositories Crane Credit Union offered the highest rate at 4.45% APY for a seven-month CD. The five CDs that matured during June and July were reinvested with Crane Credit Union. Investments were also made to TrustINDiana during June and July.

Current investments as of July 31st for the Township Fund total \$90,006.27. The two CD investments mature on 1/5/2026 and 1/20/2026. The TrustINDiana Township Fund totals \$25,311.42. For YTD 2025, the Township Fund has earned \$1,817.96.

Current investments as of July 31st for the Township Assistance Fund total \$63,000.93. The three CD investments mature on 1/5/2026, 1/20/2026, and 2/28/2026. The TrustINDiana Township Assistance Fund totals \$2,020.29. For YTD 2025, the Township Assistance Fund has earned \$1,742.58.

- **Township Assistance – Status:**

	<u>DCRW</u>	<u>REMC</u>	<u>Total</u>
○ 2025-01		\$501.12	\$501.12
○ 2025-02		\$552.99	\$552.99
○ 2025-03	\$364.71	\$674.00	\$1,038.71
○ 2025-04	<u>\$364.67</u>	<u>\$629.18</u>	<u>\$993.85</u>
Total	\$729.38	\$2,357.29	\$3,086.67

The above is a summary of Township Assistance Cases and expenses YTD 2025.

Trustee Killion reported that in addition to the above TA Cases, he has received five additional calls for assistance that were from residents outside of Veale Township. He

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directed these callers to their township trustee offices. One call was from a resident of Princeton, Indiana.

- **Board – Internal Controls Audit – Completed - Board Member Report:**
 - **Internal Controls Audit – January 2025 – Sue Killion**
 - **Internal Controls Audit – February 2025 – Rosie McGuire (Open)**
 - **Internal Controls Audit – March 2025 – Clint Young**
 - **Internal Controls Audit – April 2025 – Clint Young**
 - **Internal Controls Audit – May 2025 – Sue Killion**
 - **Internal Controls Audit – June 2025 – Rosie McGuire (Open)**

Rosie McGuire returned the completed June Internal Audit at this meeting. Rosie thought that she had completed and returned the February audit but Trustee Killion advised that she had not returned this audit. Rosie will attempt to locate this audit and return it.

- **Board – Internal Controls Audit – Board Member Assignments:**
 - **Internal Controls Audit – July 2025 – Clint Young**
 - **Internal Controls Audit – August 2025 – Rosie McGuire**
 - **Internal Controls Audit – September 2025 – Sue Killion**

The July audit packet was provided to Clint Young during this meeting.

Other Business:

None.

Comments – Board Members:

None.

Next Meeting:

- **Township Board Meeting – September 19, 2025 @ 4:00pm:**
 - **2026 Budget Adoption:**
 - **2026 Capital Improvement Plan Adoption:**
- **Board of Finance Meeting – January 2026:**

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Meeting Adjourned:

Having completed all the business outlined within the Veale Township Board Agenda for August 29, 2025, Rosie McGuire, Secretary, asked if there were any additional topics that needed to be covered and/or discussed. Being none, Rosie McGuire requested a motion to adjourn the Veale Township Board meeting of August 29th. A motion was made by Clint Young to adjourn the meeting. The motion was seconded by Sue Killion. The board members voted unanimously to adjourn the meeting of August 29, 2025. Rosie McGuire, Secretary, adjourned the meeting at approximately 5:33pm.

Attachments:



Township Board -
Agenda - 08-29-2025



2025 - Veale
Township Insurance



Form No 17 - 2026
Salary Resolutions -



Notice of Price
Increase - AS2 Book



Notice to Taxpayers
- 8-18-2025.pdf



2025 Budget
Performance - Budget



Veale Township -
2026 Capital Improvements

Veale Township Board
Daviess County, Indiana

Minutes Approval:

Veale Township Board:


Clint Young, Chairman

9/19/2025
Date


Rosie McGuire, Secretary

9-19-25
Date

W Sue Killion, Board Member

Date

Trustee:


William R Killion

9/19/25
Date

