

Veale Township Board

Daviess County, Indiana

Township Board Meeting

Minutes

January 26, 2024

Open Meeting & Welcome:

The Veale Township Board meeting was called to order by Clint Young, Chairman, at approximately 2:03pm on Friday, January 26, 2024. 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.

Old Business:

- **Minutes of January 2, 2024 – Veale Township Board Meeting – Approval:**

Copies of the January 2, 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 January 2, 2024, 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 2, 2024, as written.

Following the approval of the minutes, the Board Members signed the minutes.

William R Killion, Trustee, also signed the minutes following the acceptance by the Veale Township Board.

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- **Veale Township -.IN.GOV email – Status:**

A copy of the SHI invoice and the Veale Township check #2061 for payment to SHI were included in the meeting packet.

Trustee Killion reported that he had been invoiced by SHI and that he had issued payment on 1/7/2024 for the new vealetrustee@vealetownship14.in.gov email account. The \$66.00 is an annual charge for this email account.

Trustee Killion, additionally reported, that he was working with Josh Newton to get the email setup and functioning. Yesterday, he worked with Josh to submit a change request to the IOT. He advised that the request was approved later yesterday. However, when Trustee Killion attempted to login to the new email account, he still was unable to access the emails. He sent another request to Josh Newton for further assistance. Trustee Killion advised that he was very unhappy with the process and frustrated with the issues he has encountered.

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

- **Agent – Capstone Insurance Group:**
- **Policy Review – Held – January 4 @ 3:00pm:**
- **Current Policy - Coverage ends 3/1/2024:**

Trustee Killion advised that he and Maria Killion had a Policy Review of the 2024 proposed insurance proposal from Capstone Insurance Group on January 4, 2024. During the review with Emily Schmucker of Capstone, she advised that initially the underwriter of our 2024 proposal increased the premium by \$200.00. Mrs. Schmucker challenged that increase with the underwriter and was able to get it reduced to \$750.00. Additionally, during the review some differences in the Inland Marine sections were noted. Following the review, Mrs. Schmucker was able to match and/or exceed the 2023 coverage.

Trustee Killion advised that in the meeting packet, he had included a copy of Capstone's invoice and a copy of the Veale Township check for payment. The new policy is effective March 1, 2024.

- **Board – Internal Controls Audit – Board Member Reports:**
 - **Internal Controls Audit – December 2023 – Sue Killion:**

Board Member, Sue Killion, reported that she had completed and returned the Internal Controls Audit for December 2023. She stated that she found no issues or errors.

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Trustee Killion reported that all Internal Controls audits were up to date.

New Business:

- **Annual Conflict of Interest Filing:**

A copy of the Uniform Conflict of Interest Disclosure Statement that was completed and submitted to Indiana SBOA on January 8, 2024 was included in the meeting packet.

Trustee Killion reported that annually he prepares and submits a Conflict of Interest Disclosure to the SBOA due to Board Member, W Sue Killion, being his mother.

- **2023 Annual Financial Report – Presentation, Review, & Approval:**

A copy of the 2023 Annual Financial Report – Full Report was provided to the Board Members prior to this meeting.

Trustee Killion advised that he needed to make corrections to TA7 question #4 to \$1500.00 and to question #16(B) to \$1500.00. The Board Members said that they had reviewed the report and they saw no additional changes and/or errors in the report.

Following a discussion by the Board regarding the AFR report, Clint Young, Chairman, requested a motion to approve the Veale Township – 2023 Annual Financial Report. A motion was made by Rosie McGuire to approve the 2023 Veale Township Annual Financial Report. Sue Killion seconded the motion. The board members voted unanimously to approve the 2023 Veale Township Annual Financial Report.

Following the approval of the 2023 AFR report, the Board Members signed the AFR Certification sheet.

William R Killion, Trustee, also signed the AFR Certification sheet following the acceptance by the Veale Township Board.

Trustee Killion advised that following the meeting, he would submit the AFR report in Gateway. He is additionally required to provide a copy of the AFR report and the 2023 check vouchers to the Daviess County Auditor within 10 days of the AFR approval. Trustee Killion advised that he will provide the Washington Times-Herald the AFR Cash & Investments combined output and the signed Township Certification form to be published.

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- **Board – Internal Controls Audit – Board Member Assignment:**
 - **Internal Controls Audit – January 2024 – Clint Young:**

Trustee Killion advised that Clint Young was slated to perform the January 2024 Internal Controls Audit. Trustee Killion asked Clint Young if he was ok with performing this audit and he was in agreement.

Trustee Killion advised that he would prepare the audit packet upon the closing of January and the receipt of the January bank statement and provide the audit packet to Clint.

- **Distribution of 2023 W-2 documents – Board Members:**

Trustee Killion distributed the 2023 W-2s to the Board Members.

Other Business:

None

Comments – Board Members:

None

Next Meeting:

- **Date and Time for next meetings:**
 - Township Board Meeting – TBD

The Board foresaw no immediate need for another meeting so no future meeting was scheduled. A future meeting will be scheduled upon the request of the Trustee or Chairman.

Meeting Adjourned:

Having completed all the business outlined within the Veale Township Board Agenda for January 26, 2024, 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 26. A motion was made by Sue Killion to adjourn the meeting. The motion was seconded by Rosie McGuire. The board members voted unanimously to adjourn the meeting of January 26, 2024. Clint Young, Chairman, adjourned the meeting at approximately 2:14pm.

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Attachments:

Veale Township Agenda – January 26, 2024
Conflict of Interest Disclosure – January 8, 2024
2023 Veale Township AFR – Full Report - Submitted
2023 Veale Township – AFT Certification Sheet - Signed



Township Board -
Agenda - January 26, 2024



Conflict of Interest
- 2024 - Signed & Filed



AFR - Full Report -
Submitted - 1-26-2024



AFR - Certification
Sheet - 2023 - January 26, 2024

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Minutes Approval:

Veale Township Board:



Clint Young, Chairman

8/23/24

Date



Rosie McGuire, Secretary

8/23/24

Date



W Sue Killion, Board Member

8/23/24

Date

Trustee:



William R Killion

8/23/24

Date