

Veale Township Board

Daviess County, Indiana

Township Board Meeting

Minutes

September 13, 2024

Open Meeting & Welcome:

The Veale Township Board meeting was called to order by Clint Young, Chairman, at approximately 2:03pm on Friday, September 13, 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). Board Member, Clint Young participated remotely.

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

Old Business:

- **Minutes of August 23, 2024 – Township Board Meeting – Approval:**

Copies of the August 23, 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 August 23, 2024, as written. A motion was made by Rosie McGuire to approve the minutes. Sue Killion seconded the motion. The board members voted unanimously to approve the Veale Township Board minutes of August 23, 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.

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

Trustee Killion reported that the new vealetrustee@vealetownship14.in.gov email account has been down since August 30th. He reported that he has been in contact with IOT and SHI. During his Zoom meeting with SHI on September 6th, he was told that the account

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started as a temporary license and then was to move to the permanent license. The problem was that the temporary license expired on August 30 and the permanent license did not get implemented. SHI advised that the process is performed by another company. SHI has been in contact with them and the implementation of the permanent license appeared to have been overlooked. They expected to have this issue resolved by the end of the day on Sept 6th. Trustee Killion reported that this account is still not working. He has sent follow-up emails to SHI contacts.

- **Veale Township Website:**

- Site Map with Content – Provided Sunday 8-18-24
- You Tube URL – Provided Tuesday 9-3-24
- Questionnaire – Provided Wednesday 9-4-24
- Next steps:
 - Clarissa Rodda of Tyler Technologies, compile all the requirements for the Veale Township's FINAL signoff (remember, you can move things around and change things during your user acceptance testing (UAT) process).
 - Signoff by Veale Township on the final requirements
 - Clarissa Rodda of Tyler Technologies, will send the finalized requirements to their Creative Director for scoping, timeline, start date, and resource assignment.
 - Once this section is scoped, Clarissa Rodda of Tyler Technologies, will provide the timeline and start date.

Trustee Killion passed out an email from Clarissa Rodda of Tyler Technologies that outlined the timeline that showed Development Start 10/17/24, QA Complete 10/30/24, User Testing Start 10/31/24, and Suggested Production Launch 11/21/24. Tyler's training on updating and maintaining the website is offered on Tuesday and Thursday from 10:00 – 11:30am. A link was provided to enroll in this training.

- **Printer Replacement:**

Trustee Killion reported that the township printer is requiring some repairs. The imaging kit requires replacement, the paper handling mechanism is not working, and the paper handling mechanism hinges will not hold it open. He got a quote from TM Office Solutions to replace the imaging kit which totaled \$445.00.

He researched new Lexmark color printers and provided a copy of the pricing from Lexmark for new printers. The cost for a CX-431adw was \$421.85.

He quoted this printer with TM Office Solutions for \$451.38 which included delivery, installation, and setup.

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Trustee Killion advised that he had ordered that printer from TM Office Solutions due to their installation and setup.

New Business:

- **2025 Budget Adoption – Veale Township:**

Trustee Killion reminded the Board that due to his family relationship to board member, Sue Killion, she was not permitted to vote on the budget adoption.

Clint Young asked if there were any questions regarding the proposed 2025 Veale Township budget. Being none, he requested a motion to adopt the 2025 Veale Township budget. Clint Young made a motion to approve and adopt the 2025 Veale Township budget. Rosie McGuire seconded the motion. The board members voted, with Clint Young and Rosie McGuire voting Aye to approve the budget. Board member, Sue Killion, Abstained.

Following the approval of the 2025 budget, the Board Members signed the Resolution for Appropriations and Tax Rates (Budget Form No. 4).

Trustee Killion advised that he would submit the budget in Gateway.

- **BookWiz – Cash Statements:**

Trustee Killion reported that Phil of AS2 had completed the new Monthly Cash Statement Report in BookWiz. The Board had been provided copies for January – August 2024. Trustee Killion reviewed these reports with the Board. He advised that he would include a copy of this report as part of the Internal Controls Audit.

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

- Internal Controls Audit – July 2024 – Rosie McGuire
- Internal Controls Audit – August 2024 – Sue Killion
- Internal Controls Audit – September 2024 – Clint Young

Rosie McGuire provided the completed July 2024 Internal Controls Audit during this meeting.

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Trustee Killion advised that he had provided the August Internal Controls Audit packet to Sue Killion earlier this week.

Other Business:

None

Comments – Board Members:

None

Next Meeting:

- **Township Board Meeting – TBD:**
- **Board of Finance – TBD:**

Meeting Adjourned:

Having completed all the business outlined within the Veale Township Board Agenda for September 13, 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 September 13th. 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 September 13, 2024. Clint Young, Chairman, adjourned the meeting at approximately 2:15pm.

Attachments:

Veale Township Agenda – September 13, 2024

Email from Clarissa Rodda dated 9/12/2024

Resolution for Appropriations & Rate – Signed 9/13/24



Township Board -
Agenda - Septembe



email - Clarissa
Rodda - 9-12-2024.p

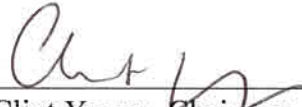


Gateway - 2025
Resolution for Appr

Veale Township Board
Daviess County, Indiana

Minutes Approval:

Veale Township Board:



Clint Young, Chairman

12/6/2024
Date



Rosie McGuire, Secretary

12/6/2024
Date



W Sue Killion, Board Member

12/6/24
Date

Trustee:



William R Killion

12/6/2024
Date