

**Anderson Township Trustee
Advisory Board Meeting
Thursday, February 8, 2024**

Meeting Opening:

Presiding: Kevin Sulc, Advisory Board Chair

Meeting Called to Order at 4:33 p.m. by Advisory Board Chair, Kevin Sulc at the Anderson Township Trustee's Office, 1420 E. 10th Street, Anderson, Indiana 46012. Roll Call was completed by Kevin Sulc.

Advisory Board Members Present:

1. Kevin Sulc, Advisory Board Chair
2. John Aukerman
3. Phil Herbig

Meeting Participants:

1. Mike Shively, Trustee
2. Ben Roeger, CPA
3. Betsy Pearson

Quorum:

The Advisory Board Chair, Kevin Sulc acknowledged a quorum was present at this meeting. Business was conducted under the guidelines of the Anderson Township Trustee Advisory Board.

Minutes:

The Board Members reviewed the minutes of January 18, 2024.

Motion made by John Aukerman to approve the January 18, 2024 Minutes. Motion seconded by Phil Herbig. All in favor - Motion carried.

Trustee's Financial Report:

The TA-7 Statistical Summary for the period of January 1, 2024, through January 31, 2024, was submitted, reviewed, and discussed by the Advisory Board members. Highlights are as follows:

- Bus Tickets Distributed 34
- Phone Calls (Incoming) 213
- Walk-Ins 81
- Reduced Utility Deposit Vouchers 25
- New Cases 10
- New Clients 17
- Funerals 7
- Poor Relief Extended \$ 8,960.75
- Utilities \$ 375.00
- Funerals \$ 5,600.00
- Rent \$ 2,985.00

Motion made by Phil Herbig to accept the report of the Trustee. Motion second by John Aukerman. All in favor - Motion carried.

Trustee Shively updated the Advisory Board of the job description of Case Worker /Investigator which was revised on January 1, 2024.

Motion to adopt the job description of Case Manager/Investigator revised on January 1, 2024 made by John Aukerman. Motion second by Phil Herbig. All in favor – Motion carried.

Trustee Shively updated the Advisory Board of the job description of Receptionist which was revised on January 1, 2024.

Motion to adopt the job description of Receptionist made by Phil Herbig. Motion second by John Aukerman. All in favor – Motion carried.

Annual Report

Ben Roeger submitted and reviewed the Annual Financial Report for 2023 with the Advisory Board members. Advisory Board President asked for any public discussion or comments. There were not any comments from the public.

Motion made by John Aukerman to approve the 2023 Annual Financial Report. Motion second by Phil Herbig. All in favor - Motion carried.

Cemetery Repair Update

Letters requesting consent to enter the properties of the Moss Cemetery were submitted to James Barnes and Anadel Corp. to complete the necessary work.

Adjournment

Motion made by John Aukerman to adjourn the Trustee Advisory Board Meeting at 5:20 p.m. Motion second by Phil Herbig. All in favor - Motion carried.

Minutes taken and prepared by Betsy Pearson, Recording Secretary.

Betsy R. Pearson

Betsy R. Pearson

***Next Meeting
March 21, 2024 @ 4:30 p.m.***