

# Allen Township Trustees

**December 1, 2020**

The Allen Township Trustees met in regular session at 7:00 p.m. in the Allen Township Center with all members present. The minutes of November 3, 2020 were read and approved.

The Fiscal Officer presented a list of warrants and electronic payments totaling \$138,221.38. Huffman moved to pay these bills. The motion was seconded by Flanagan. Roll call - all yes.

Schimmoeller advised that a HB 614 Redistribution of CARES ACT funding of \$23,194.84 was received from the Hancock County Auditor on 11/25.

The Fiscal Officer presented a Resolution to amend the 2020 permanently appropriated amount of \$2,736,490.84 certified by the Hancock County Budget Commission for 2020 to include an additional HB 614 Redistribution of CARES ACT funding of \$23,194.84 that was received from the Hancock County Auditor on 11/25, and \$45.39 of interest earned on funds in the Coronavirus Relief Fund for July – Nov. The 2020 amended permanently appropriated amount will be \$2,759,731.07. Flanagan moved to adopt the resolution with Huffman seconding the motion. Roll call - all yes

Schimmoeller advised that year-to-date CARES ACT funds received are \$151,401.07. Expenditures year-to-date total \$80,095.93. Encumbered funds are \$48,094.50 leaving \$23,210.64 unencumbered that must be either spent or returned.

Huffman moved that 4 air packs be purchased with CARES ACT funds for the fire department to insure sanitized air packs are available to firemen during fire emergencies. Flanagan seconded the motion. Roll call - all yes

Fire Chief Hickman presented the Fire Runs Report for 12/2019 -11/2020. The Allen Township Volunteer Fire Department made 281 responses for the period resulting in 2,592 firemen responses which equates to \$38,880.00 "Fire-Run" payments. The average response time was 6:45. There were 142 medical assists.

The Trustees performed the annual review of the Cemetery Policy for potential adjustments. Flanagan moved that all rules, regulations and rates remain unchanged for 2021. Huffman seconded the motion. Roll call – all yes.

Huffman moved that Allen Township reimburse the Trustees and Fiscal Officer if they choose to attend the OTA Winter Convention in 2021. Flanagan seconded the motion. Roll call – all yes

Flanagan moved that for 2021 the Trustees prepare a Payroll Certification Form to facilitate the ability to allocate their salaries between a road fund and the general fund in accordance with Auditor of State Bulletin 2011 -007. Huffman seconded the motion. Roll call – all yes.

Flanagan moved that the County Engineer both issue utility/excavation and oversize load permits for 2021 on behalf of the Township. Huffman seconded the motion. Roll call – all yes.

The recommended 2021 Sign Program for Allen Township was received from the County Engineer. The "Required" sign maintenance estimate is \$2,250. The "Optional" sign maintenance estimate is \$600. Stacy moved to authorize the County Engineer to perform both maintenance recommendations for 2021. Flanagan seconded the motion. Roll call – all yes.

The Trustees set January 5, 2021 at 7:00 p.m. for the Allen Township Trustee's 2021 Organizational Meeting.

Meeting adjourned at 9:15 p.m.

Approved,

Mark J. Schimmoeller, Fiscal Officer  
(Proper notice given by publishing & posting with agenda.)

Michael Stacy, Chairman