



Buck Creek Township

Hancock County, Indiana

November 12, 2024 BOARD AGENDA

- | | | |
|-------|---|------------------------------|
| I. | Call to Order | Andy deLivron |
| II. | Pledge of Allegiance | |
| III. | Approval of minutes
Meetings approved and transcribed, board signatures | Jennifer Fellerman |
| IV. | Labor contract between Buck Creek Township and the Hancock County Professional Fire Fighters Union IAFF Local 4787 | Chris Colip |
| V. | Explanations and signatures of Love INC. Service Contract, Signatures for Township Assistance & Guidelines, Resolution for Electronic Fund Transfers, Resolution to adopt the Township Personnel and Policy Manual, Resolution to adopt new Assistance Standards and Guidelines | Jennifer Condrey |
| VI. | Additional Appropriations, Bank Reconciliation signatures
Salary Resolution | Micki Simunek
Abby Parker |
| VII. | Fire Chief Report
Engine 472 contract, Life Pack Monitor | Chief/Brandon Wilch |
| VIII. | Public Discussion | Andy deLivron |
| X. | Adjourn | Andy deLivron |

NEXT MEETING DECEMBER 10TH 2024 6:00 PM



Buck Creek Township

Hancock County, Indiana

NOVEMBER 12TH. BOARD MEETING

OCTOBER BOARD MEETING SIGNATURE PAGE ACCEPTING MINUTES:

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2024-18

ADDITIONAL APPROPRIATION RESOLUTION

Whereas, it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget of the Township Assistance Fund;

Section 1. Therefore, be it ordained (resolved) by the Township Board of Buck Creek Township, Hancock County, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

Fund Name: Township Assistance Fund

	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification: Township Assistance	\$7,000	\$7,000
TOTAL for Township Assistance Fund	\$7,000	\$7,000

Adopted this 12th day of November, 2024.

NAY

AYE

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ATTEST:

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Township Trustee

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATION

Notice is hereby given the taxpayers of the Buck Creek Township, Hancock County, Indiana, that the Township Board of Buck Creek Township at their regular meeting place at 5809 West Airport Drive, in Greenfield, IN at 6:00 PM, on the 12th day of November, 2024, will consider the following additional appropriations in excess of the budget for the current year.

0840 Township Assistance

Major Budget Classification:

<u>Township Assistance</u>	<u>\$7,000</u>
TOTAL for Township Fund	<u>\$7,000</u>

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the Department of Local Government Finance (DLGF). The DLGF will make a written determination as to the sufficiency of funds to support the appropriations made within fifteen (15) days of receipt of a certified copy of the action taken.

RESOLUTION NO. 2024-14

BUCK CREEK TOWNSHIP BOARD
OF HANCOCK COUNTY, INDIANA

**RESOLUTION OF THE TOWNSHIP BOARD OF BUCK CREEK TOWNSHIP,
HANCOCK COUNTY, INDIANA, PERMITTING COMMUNITY SERVICE
CONTRACT WITH LOVE INC OF GREATER HANCOCK COUNTY**

WHEREAS, IC 36-6-4-8(b) provides that with the consent of the township legislative body, the executive may contract with corporations for health and community services not specifically provided by another government entity; and,

WHEREAS, Love INC of Greater Hancock County is an Indiana non-profit corporation engaged in providing the health and/or community services that are not offered by another government entity; to which provides assistance with both rent and mortgage relief through the Hancock County Salvation Army and provides hygiene and household items through their H2O Ministry to the individuals in need that are identified by the Buck Creek Township Trustee's Office.

WHEREAS, the Trustee's and Board of Township find that the citizens of the Township are in need of the services offered by Love INC of Greater Hancock County and that there is no other government entity that is designated to provide those services;

WHEREAS, the Trustee's and Board of Township find that Love INC of Greater Hancock County is well-suited to address the community need of mortgage/rental assistance, utility assistance and hygiene/household assistance due to the hardship that accompanies applicants for Township Assistance;


WHEREAS, the Trustee and the Board of Township wish to enter into a community services contract with Love INC of Greater Hancock County to provide the described health and/or community services to the citizens of Buck Creek Township;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF BUCK CREEK TOWNSHIP, HANCOCK COUNTY, INDIANA THAT: the Trustee's are authorized to enter a Community Service Contract pursuant to IC 36-6-4-8(b) up to and not to exceed two thousand (\$2,000.00) to provide these services to citizens of Buck Creek Township and referred clients from Buck Creek Township in need of relief services, subject to all other terms and conditions provided for in a separate agreement for 2024-2025.

ADOPTED this NOVEMBER 12, 2024
BUCK CREEK TOWNSHIP, HANCOCK COUNTY, INDIANA




Andrew deLivron, Chair



Jennifer Fellerman, Secretary



Kenny Simmons, Member

ATTEST:


RESOLUTION NO. 2024-15

**BUCK CREEK TOWNSHIP BOARD
OF HANCOCK COUNTY, INDIANA**

RESOLUTION OF THE TOWNSHIP BOARD OF BUCK CREEK TOWNSHIP, HANCOCK COUNTY, INDIANA, ADOPTING TOWNSHIP PERSONNEL POLICIES AND PROCEDURES MANUAL

WHEREAS, it is the policy of the Township of Buck Creek Township to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the Indiana Civil Rights Law IC 22-9 the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the Indiana Civil Service Act, the Indiana Attorney General's guidelines concerning Police Department personnel matters, the Indiana Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Township has determined that there is a need for personnel policies and procedures to be updated to ensure that employees and prospective employees are treated in a manner consistent with these evolving laws and regulations.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Buck Creek Township in the County of Hancock, State of Indiana that:

1. The Township hereby adopts the Personnel Policies and Procedures Manual (the "Personnel Manual") attached hereto as Exhibit A.
2. The Personnel Manual shall apply to all Township officials, appointees, employees, volunteers and independent contractors.
3. In the event there is a conflict between the Personnel Manual and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall govern.
4. This Personnel Manual is intended to provide guidelines covering public service by Township employees and is not a contract.

5. The provisions of the Personnel Manual may be amended and supplemented from time to time without notice and at the sole discretion of the Township.

6. To the maximum extent permitted by law, employment practices for the Township shall operate under the legal doctrine known as "employment at will."

ADOPTED this NOVEMBER 12, 2024
BUCK CREEK TOWNSHIP, HANCOCK COUNTY, INDIANA



Andrew deLivron, Chair



Jennifer Fellerman, Secretary



Kenny Simmons, Member

ATTEST:




Buck Creek Township

Hancock County, Indiana

RESOLUTION NO. 2024-16 BUCK CREEK TOWNSHIP OF HANCOCK COUNTY, INDIANA

A RESOLUTION ESTABLISHING STANDARDS FOR THE ADMINISTRATION OF TOWNSHIP ASSISTANCE IN BUCK CREEK TOWNSHIP, HANCOCK COUNTY, IN

WHEREAS, various provisions of law require Indiana townships to adopt standards for the administration of Township Assistance; and

WHEREAS, Buck Creek Township of Hancock County, Indiana ("Township") is an Indiana township; and

WHEREAS, the Buck Creek Township Advisory Board ("Township Board") is the legislative body of the Township; and

WHEREAS, the Township Board adopted standards for the administration of Township Assistance by the Township on September 12, 2023; and

WHEREAS, the Buck Creek Township Trustee and Deputy Trustee ("Trustee") has reviewed and recommends the adoption of revised standards for the administration of Township Assistance by the Township;

NOW, THEREFORE, BE IT RESOLVED BY THE ADVISORY BOARD OF BUCK CREEK TOWNSHIP OF HANCOCK COUNTY, INDIANA, THAT:

1. The Township hereby adopts the revised standards for the administration of Township Assistance attached hereto and is incorporated by reference herein as "TOWNSHIP ASSISTANCE STANDARDS & GUIDELINES" which shall supersede and replace those contained in the September 2023 Resolution.

- (1) posted in its entirety at a prominent location in the Township office.
- (2) placed in the Township's permanent records; and
- (3) provided to each applicant for township assistance.
- (4) filed with the Hancock County Commissioners

RESOLUTION NO. 2024-17

BUCK CREEK TOWNSHIP BOARD
OF HANCOCK COUNTY, INDIANA

RESOLUTION TO AUTHORIZE ELECTRONIC FUND TRANSFERS

WHEREAS, Ind. Code §36-1-8-11.5 authorizes political subdivisions to make electronic funds transfers as a method of payment of claims; and

WHEREAS, Buck Creek Township of _____ County (the "Township") is a political subdivision of the state of Indiana as defined in Ind. Code §36-1-2-13; and,

WHEREAS, the Township Board has determined that it would be a benefit to the Township to use this method of paying township claims;

NOW THEREFORE, BE IT RESOLVED by the Township Board that the Township is hereby authorized to make electronic fund transfers for the payment of township claims and the Township Trustee is authorized to perform such acts as may be necessary to establish such payment methodology; and,

IT IS FURTHER RESOLVED, that the Township shall comply with all other requirements for the payment of claims by political subdivisions when paying claims by electronic funds transfers.


ADOPTED this NOVEMBER 12, 2024
BUCK CREEK TOWNSHIP, HANCOCK COUNTY, INDIANA



Andrew deLivron, Chair



Jennifer Feller, Secretary



Kenny Simmons, Member

ATTEST:
