

Lawrence Township Board Meeting
Monday September 26, 2011 at 6:00pm
Major General Ronald Brooks
Lawrence Government Center
Public Assembly Room
9001 E 59th Street
Indianapolis, Indiana 46216

Democratic Caucus at 5; 30 pm
Republican Caucus at 5:30 pm

AGENDA:

1. Approval of the minutes from April 26, 2011 of the Lawrence Township Board
2. Public Hearing regarding the 2012 Lawrence Township Budget
3. **Resolution 2011-11** Approval of the Lawrence Township Employee Handbook
4. **Resolution 2011-12** Resolution Concerning Employee Contributions to Certain Pension and Retirement Fund (Civilian PERF)
5. **Resolution 2011-13** Resolution on the Utilization of Minority, Women-Owned and Veteran-Owned Business Enterprise
6. Public Hearing regarding the Additional Appropriations for Township General, Small Claims Court and Township Assistance.
7. **Resolution 2011-14** Additional Appropriations for Township General, Small Claims Court and Township Assistance.

**LAWRENCE TOWNSHIP ADVISORY BOARD
MEETING MINUTES**

Meeting Date: Monday, September 26, 2011

Time Called to Order: 6:00 P.M.

Time Adjourned: 7:00 P.M.

MEMBERS PRESENT: Michael Healy, Christie Wilmoth, Dino Batalis, Tony Widgery, Emmajean Hines, Fred Freeman, Steven Rose

TRUSTEE: Russell Brown

Meeting Called to Order:

Mr. Healy called the Lawrence Township Board meeting to order on Tuesday, April 26, 2011, at 6:00 P.M. He stated that there was a quorum present and asked Ms. Wilmoth to lead in the Pledge of Allegiance.

Agenda:

I. APPROVAL OF THE MINUTES FROM THE APRIL 26, 2011, MEETING OF THE LAWRENCE TOWNSHIP ADVISORY BOARD.

Mr. Batalis made a motion to approve the minutes from the March 22, 2011, Lawrence Township Advisory Board meeting. Mr. Widgery seconded. Motion agreed to 7-0.

II. PUBLIC HEARING ON THE 2012 LAWRENCE TOWNSHIP BUDGET.

Trustee Brown and Judge Joven each presented outlines of their office budgets. Trustee Brown explained that there is a small increase in the township budget due to less of an impact from property tax caps this year. Some other changes to this year's budget include: a small increase in our direct assistance budget, a new line item for cemetery survey costs, a 2% raise for township employees, contributions to PERF, a \$20,000 designation for postage that the constable will pay, and build out cost and Realtor fees for the new commercial office space.

Judge Joven presented his budget to the board and explained that filings are up for the court this year. Due to the increased work, the court's budget includes the addition of one part-time clerk and a salary increase for the judge.

There were no comments or questions from the public.

III. RESOLUTION 2011-11 APPROVAL OF THE LAWRENCE TOWNSHIP EMPLOYEE HANDBOOK.

Trustee Brown introduced a new employee handbook for township employees. He explained that the handbook needed to reflect current laws and since the merger of our

fire department. This handbook closely matches the county employee handbook policies. One change of note is that staff will now earn leave time instead of separate sick and vacation time. Emmajeane Hines made a motion to approve and Tony Widgery seconded the motion. The resolution was approved 7-0.

IV. RESOLUTION 2011-12 EMPLOYEE CONTRIBUTIONS TO PENSION AND RETIREMENT FUND.

Trustee Brown introduced the resolution to pay the 3% mandatory contribution to PERF. Fred Freeman made the motion to approve and Emmajeane Hines seconded the motion. The resolution was approved 7-0.

V. RESOLUTION 2011-13 UTILIZATION OF MINORITY, WOMEN, AND VETERAN OWNED BUSINESSES ENTERPRISES.

Trustee Brown introduced the resolution to include minority, women, and veteran owned businesses participation when the township seeks contract work. Similar to city policy, this resolution asks that the township make effort to ensure that 15% of a total contract amount is awarded to minority-owned businesses, 8% is awarded to women owned businesses, and 3% is awarded to veteran owned businesses. Emmajeane Hines made a motion to approve and Fred Freeman seconded the motion. The resolution was approved 7-0.

VI. PUBLIC HEARING REGARDING ADDITIONAL APPROPRIATIONS FOR TOWNSHIP GENERAL, SMALL CLAIMS COURT, AND TOWNSHIP ASSISTANCE.

Trustee Brown explained that the need for these additional appropriations. One has to do with additional revenue for postage from the constable and the other has to do with the new employee handbook. Due to our change in benefit leave time, there is a need to convert and payout employee sick time.

There were no comments or questions from members of the public.

VII. RESOLUTION 2011-14 ADDITIONAL APPROPRIATIONS FOR TOWNSHIP GENERAL, SMALL CLAIMS COURT, AND TOWNSHIP ASSISTANCE.

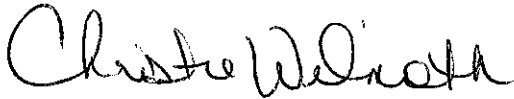
Trustee Brown introduced the resolution and restated his earlier remarks. Dino Bitalis made a motion to approve and Tony Widgery seconded the motion. The resolution was approved 7-0.

Additional Discussion and Announcements:

The next advisory board meeting will take place on October 18 at 6:00 P.M. at the Lawrence Government Center.

Meeting Adjourned: The meeting was adjourned by acclamation at 7:00 P.M.

I hereby certify that the forgoing minutes are accurate and true to the best of my knowledge and have been approved by a majority of the Lawrence Township Board.

A handwritten signature in cursive script that reads "Christie Wilmoth".

Christie Wilmoth, Board Secretary

These minutes are not intended to be verbatim. They are a summary of discussions held, with the exception of the motions. An audiotape is made which provides a detailed record.