

Westchester Township Advisory Board Meeting
Wednesday, April 17, 2024
5:00 p.m.

Attendance:

Suzanne Philbrick, Township Trustee; Robin E. Chubb, Barbara Stroud, and Cheryl Evans, Westchester Township Board Members; and Township Board Attorney David Hiestand attended in person. Town of Chesterton Fire Chief Sean O'Donnell and Town of Porter Fire Chief Jay Craig Jr. were also present.

Approval of Expenditures from Fire Cumulative Fund:

Chesterton Fire Chief Sean O'Donnell and Porter Fire Chief Jay Craig requested review and approval of their requests for payment of their respective annual bills of \$1,633 for fire reporting software used by their departments. Upon review, Barbara Stroud made a motion to approve the disbursement of \$1,633 relative to Invoice #ESO-137911 from ESO Solutions, Inc. for the Chesterton Fire Department. Cheryl Evans seconded the motion. There was no further discussion, and the motion was carried unanimously.

Upon review, Barbara Stroud then made a motion to approve the disbursement of \$1,633 relative to Invoice # ESO-137907 from ESO Solutions, Inc. for the Porter Fire Department. Cheryl Evans seconded the motion. There was no further discussion, and the motion was carried unanimously.

Approval of Prior Meeting Minutes:

Board members reviewed the minutes of the Westchester Township Board Meeting held on January 31, 2024. Upon review, Barbara Stroud made a motion to approve the January 31, 2024 minutes as presented. Cheryl Evans seconded the motion. There was no further discussion. Motion carried unanimously.

Salary Resolution for 2025:

The Westchester Township Board Members reviewed the proposed Salary Resolution for Westchester Township Trustee's Office for 2025. After discussion, Barbara Stroud made a motion to approve the salary for the Westchester Township Trustee of \$30,000 a year. Cheryl Evans seconded the motion. There was no further discussion. Motion carried unanimously.

Barbara Stroud then made a motion to approve the salary for the Westchester Township Clerk/Investigator of \$11,232 a year (\$18.00 an hour). Cheryl Evans seconded the motion. There was no further discussion. Motion carried unanimously.

Barbara Stroud then made a motion to approve the salary for the Westchester Township Computer Assistant of \$16.00 an hour. Cheryl Evans seconded the motion. There was no further discussion. Motion carried unanimously.

Barbara Stroud then made a motion to approve the salary for the Westchester Township Clerical Assistant of \$16.00 an hour. Cheryl Evans seconded the motion. There was no further discussion. Motion carried unanimously.

Barbara Stroud then made a motion to approve the salary for the Westchester Township Oversight Monitor of \$25.00 an hour, with a provision for that pay to not exceed \$400 a year. Cheryl Evans seconded the motion. There was no further discussion. Motion carried unanimously.

Barbara Stroud then made a motion to approve the salary for the Westchester Township Attorney of \$3,200 a year. Cheryl Evans seconded the motion. There was no further discussion. Motion carried unanimously.

Finally, Barbara Stroud made a motion to approve the salary for the Westchester Township Board of \$1,800 a year. Cheryl Evans seconded the motion. There was no further discussion. Motion carried unanimously.

Approval of ARP Agreement between Porter County and Westchester Township:

The Westchester Township Board Members reviewed the proposed American Rescue Plan Fiscal Recovery Funds Agreement Between Porter County Government, Indiana and Westchester Township, Indiana. Barbara Stroud made a motion to accept the American Rescue Plan Fiscal Recovery Funds Agreement Between Porter County Government, Indiana and Westchester Township, Indiana, which limits expenditures to providing assistance as follows:

Porter County Aging and Community Services	\$25,000
NeighborLink Porter County	\$15,000
Gabriel's' Horn	\$10,000
Westchester Neighbors' Food Pantry	\$10,000
Westchester Township	\$1,653.04

Next Meetings:

Township Board Members discussed the dates of the next Board meetings. A consensus agreed that meetings would tentatively be set for September 11, 2024 and September 25, 2024 at 5 p.m.

Adjournment:

There being no further business before the Board, President Robin E. Chubb adjourned the meeting.

Robin E. Chubb, President



Barbara Stroud, Member



Cheryl Evans, Secretary