

Fairfield Township Board
Meeting Minutes
May 18, 2009

Present: Township Trustee, Julie Roush; Board Members Steve Needham, Margaret McCabe and Marjorie Fitzgerald; Township Attorney, Cy Gerde; township employee, Susan Parkinson; and Gordon (“Corky”) Balser, curator for the Five Points Museum.

Meeting Called to Order: Chairman Needham called the meeting to order and the Pledge of Allegiance was said by all.

Minutes: The Minutes from the April 20, 2009 meeting were read silently. A motion to approve was made by McCabe and seconded by Needham. The minutes were approved unanimously without corrections.

Old Business:

- A.** The Board of Directors for the Historic Five Points Fire Station Museum and Child Safety Center has submitted a written request to the Fairfield Township Board for \$7,000, to be used for the purchase of an interactive “Buzz E. Smoke Alarm and Safety House” (see attached). Gordon (“Corky”) Balser, the curator for the Museum, was present and asked to share additional information about the house and answer questions. The house will be used as an interactive fire safety education tool for children both at the museum as well as in the classroom, as they plan to take it to schools in Tippecanoe County. Roush wants to see more effort being made to distribute literature to the County schools, as well as letters to schools and other groups suggesting the museum as a field trip opportunity. Roush also suggested that an effort be made to get other townships and organizations to contribute (perhaps on a matching basis). McCabe will contact the Optimists. Discussion was tabled until the next board meeting, and board members were encouraged to check out the website.
- B.** Discussion regarding the Fairfield Township Standards, currently under revision, was tabled until the next meeting as not all board members had had an opportunity to read through them.

New Business:

- A.** Wea Township caseworker/office manager, Rose Giltner, will be back in the office on May 27. Fairfield staff has been seeing Wea applicants during her six-week absence. Fairfield staff has questioned giving township assistance to applicants from Country View Apartments (primarily in Wea Township) who already receive Section 8 housing assistance as well as utility allotments. Kay Lewis, Fairfield Township caseworker, was brought into the board meeting to answer questions regarding Country View ownership, as well as to help clarify some of the Section 8 assistance guidelines and procedures. Roush believes that our brief involvement with Country View may help to serve as a catalyst for change in some of their policies. Our collaboration with Wea has also highlighted differences between the two trustees’ offices, and we will work with Wea when Rose returns to help unify our standards and procedures. Roush announced that she will go to a meeting on May 19 to talk with other Tippecanoe County trustees about standardizing our assistance guidelines.
- B.** Tippecanoe Community Health Clinic is now re-named Riggs Community Health Center after founder Dr. Wendell Riggs. Letter from Nancy Jara, the new Health Referral Specialist, was shared with Board members along with monthly logs for emergency medication assistance for the first quarter of 2009. Stats average out to \$55.50 worth of assistance to each Fairfield Township client. (See attached.)

- C. 2008 Statistics from the Lafayette Fire Department regarding “incidents” in Fairfield Township outside the city limits were shared with the Board. (See attached.)
- D. Roush presented a brief Fairfield Township financial report for the year to date. Though we are nearly half-way through 2009, spending in each area of the budget is less than 50%. Utilities have been a concern as we have had more applicants for utility assistance than in previous years, but \$7,000 still remains in that fund. Roush announced recent purchase of used computers and screens through Purdue Salvage (from the Research Park). Two are up and running.
- E. Roush announced the hiring of a part-time clerk, Dyane Roesel. Roesel will help with intake, research, faxing, copying, and general assistance to staff.
- F. Roush discussed proposed salary increases for the staff in July and the increased cost of health insurance. Employee evaluations are due next month. Approval of Salary Resolution will be at next board meeting.
- G. Roush informed the board that she is looking to buy an LCD projector, preferably from Purdue’s Salvage, for future presentations held at the Township’s Community Room to benefit our community.

Next Meeting: Tuesday, June 23rd, 2009 at 1:30 p.m.

Adjournment: Chairman Needham called for adjournment. McCabe made a motion to adjourn, seconded by Fitzgerald.

Minutes respectfully submitted by,

Margaret McCabe
Fairfield Township Board Secretary

MM/sp