

SENECA TOWNSHIP
Regular Monthly Minutes
***December 15, 2008**

*This meeting was rescheduled from December 9, 2008 due to hazardous weather.

The regular monthly meeting of the Seneca Township Board of Trustees was called to order at 7:00 p.m. by Supervisor Ersel Schuster at the Seneca Township Building located at 16506 Garden Valley Road, Woodstock, Illinois.

Township Officials in Attendance: Supervisor Ersel Schuster, Trustees Rosemary Bartman, Susan Mathews, Thomas Dahlfors, and Michael O’Leary, Road Commissioner Robert Helfers, Assessor Donald Andrews, and Clerk Dawn Seemann.

Guests in Attendance: Scott Swanson, James Kagel.

Public Speaking: None.

Minutes: O’Leary motioned to approve the November 11, 2008 regular monthly minutes as presented. Second by Dahlfors. Hearing no comments or corrections. Motion passed.

Audit of Current Bills:

Road District – Dahlfors motioned to approve the Road District bills for payment for the period of November 12, 2008 through December 9, 2008 in the amount of \$20,826.28. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed. NOTE: A credit of \$7.98 plus sales tax will be taken from the Road District bills next month due to a calculation error with one bill.

Town Fund: Dahlfors motioned to approve the Town Fund bills for payment for the period of November 12, 2008 through December 9, 2008 in the amount of \$52,946.46. Second by O’Leary. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.

Treasurer’s Report: November 1, 2008 through November 30, 2008, as listed below:

Illinois Fund – Mathews motioned to approve the Treasurer’s Report for the Illinois Fund for the period of November 1, 2008 through November 30, 2008. Second by Dahlfors. Hearing no comments or corrections. Motion passed.

Illinois Fund	Prev. Bal.	Trans/Prime	Expenses	Income	Ending Bal.
General Assistance	\$26,221.64	0	0	\$34.49	\$26,256.13
Town Fund	\$94,464.87	\$165,000.00	\$177,875.53	\$1,376.65	\$82,965.99
Road & Bridge	\$169,580.28	0	\$29,664.68	\$4,749.56	\$144,665.16
Permanent Hard Road	\$188,267.63	0	\$101,805.39	\$1,044.12	\$87,506.36
Building & Equipment	\$49,570.22	0	\$3,500.00	\$270.22	\$46,340.44

Prime Fund – Dahlfors motioned to approve the Treasurer’s Report for the Prime Fund for the period of November 1, 2008 through November 30, 2008. Second by O’Leary. Hearing no comments or corrections. Motion passed.

Prime Fund	Prev. Bal.	Trans/Funds	Expenses	Int. Income	Ending Bal.
General Assistance	\$76,056.39	0	0	\$67.30	\$76,123.69
Town Fund	\$267,899.34	(\$165,000.00)	0	\$150.89	\$103,050.23
Road & Bridge	\$122,955.43	0	0	\$108.81	\$123,064.24

General Assistance Report: Supervisor Schuster reported that she updated the General Assistance Handbook.

- There were no application requests this month.

Clerk's Report: Clerk Seemann informed the board that a gentleman called her regarding the website, and found he could not design or set up a new website for the township. His specialty was maintaining them once they were up and running. Schuster will check again with TOI regarding their website program, as well as contact another gentleman who might be able to accomplish what we need.

Road Commissioner's Report: Road Commissioner Helfers stated his ice material is "going like crazy" due to the weather we already have had. He said he has used at least ¼ of the product he has in 15 days. He added that more material is available...for a price. For example: Chicago paid \$40/ton for salt, Kane County paid \$55/ton, and we got "the cheap stuff" at \$131/ton.

Assessor's Report: Assessor Andrews reported that the tax assessment appeals are over.

- Andrews looked up the sales we've had in Seneca Township over the last 4 years and found in 2005 there were 81 property sales, 2006 - 71, 2007 - 59, and in 2008 there were 32. He again explained how the equalizer worked and how he assessed the properties.
- In addition, Andrews informed the board that he won't be running for another term as the township assessor. He stated that he is 75 years old and his health hasn't been that great. At the end of his current term, which ends on December 31, 2009 he will have given the township 16 dedicated years of service.

Planning Commission Report: Information/review/action

A. Commission Activity Report – Committee reviewed/action on pending petitions:
There is no report. The committee did not meet this month.

B. Zoning petitions for consideration, review and/or action by the town board:

a. Merryman Petition – court date moved. The hearing is scheduled for January 13th. It now becomes a hearing in front of Judge MacIntyre.

C. Zoning Petitions – status:

a. Petition #08-58 – Teresa Krafcsin-14606 W. South St., Woodstock: A1 to A1C – This petition is on the county board's agenda for tomorrow night. The ZBA brought up points to deny the petition. The township board will inform Schuster of points they feel should be addressed by tomorrow morning.

b. Petition #08-55 – Wilbur & Clifford Kamholtz – 19208 River Rd., Marengo – A1 to A2 – This petition is on the county board's agenda for tomorrow night.

c. Petition #08-13 – John & Kristine Benoit – A1 to A1C – Commercial Kennel – This petition was pulled from the county board agenda. The petitioner is trying to get a permit to build a building.

d. Petition #08-30 – Steven & Susan Schmeiding – Request for a variance –

The ZBA approved the A2 7/0; and approved the CUP 5/2. No ordinance has been filed to date.

e. Petition #08-21 – Kawayoke – CUP – This petition is on the county board's agenda for tomorrow night. It is going to the county board recommending approval. Schuster asked the board if they would like her to pull the petition off the agenda and object to it or do we accept it as a farm? The board felt Schuster should just state for the record their concerns regarding the traffic hazard, lack of parking, and state that it is a far too intensive use for the size of the property. In addition, they would like to ask the county board to consider amending the 20 year CUP that the petitioner is asking for to a 5 to 10 year CUP.

f. Petition #08-51 – Michael & Cynthia Winters – Request for a variance – Helfers questioned if there are any building plans for that property because he has noticed that there is a building permit in the window of the house, as well as concrete manholes and concrete pipes on the property. Schuster stated to her knowledge there isn't. The opinion from the Hearing Officer regarding this petition was negative. They did not get their height variance. Schuster will check into this.

Old Business: Information/review/action

A. Building Project – Update: Schuster informed the board that the contractor told her the addition would be done by the end of the month.

- Schuster approved three additional shutters for the south side of the building. The bid included shutters for the east and west sides only at \$55 per shutter. However, the shutters we picked out were \$149 each. We were not informed by the contractor of this price difference. However, although there is a \$1200 difference, Schuster approved the shutters the board voted on plus the three extra.

- There were a couple of broken light shades on the garage, which the contractor thought we had wanted replaced, however, we did not due to the fact the lights they replaced them with would interfere with the door system Road Commissioner Helfers wants to install on the east end of the building. We will get a credit on this from the contractor.

- Signage on the building was discussed. Schuster will contact a gentleman who makes signs who was recommended to her to see about getting some samples.

- Assessor Andrews suggested having a contest for school kids to design a flag for Seneca Township and mentioning it in the next newsletter. Schuster thought that was a great idea. The board will think about what type of prize would be appropriate should this idea be carried out. The board felt an American Flag is necessary.

- Kitchen cabinets were discussed.

- Pay off documents were received for the addition and will be on file with these minutes.

- The driveway is still an issue. A packet was received from Excavating Concepts, Inc. regarding this issue. O'Leary offered to take measurements of the driveway and try to figure out if the amount stated on the bill is correct. This will be tabled and discussed again next month.

- Helfers found a couple of problems with the addition: 1) There is no lock on the kitchen door as asked for; 2) The carriage lights are too big for its legs.

- The board felt they could handle running through the punch list, and not need to hire the Architect to do it.

B. Levies – for approval: Dahlfors motioned to approve and file the Road District levy for 2008 tax year collectable in 2009. Second by O'Leary. An error regarding dates on the document was found. A roll call vote was taken and the motion passed with the amendment to the incorrect dates.

- Dahlfors motioned to approve and file the Town Fund levy for 2008 tax year collectable in 2009. Second by O’Leary. An error regarding dates on the document was found. A roll call vote was taken and the motion passed with the amendment to the incorrect dates.

C. City of Woodstock Letter – update: Nothing has been heard back to date.

D. McCog – An information packet on the “road salt” issue including the minutes and agenda for the meeting about the salt situation and what McCog as an organization is planning to do to help us was given to Helpers.

E. State Surplus Program – Resolution 08-01: Schuster presented a resolution to the board to join the State Surplus Program. This program will allow us to purchase office equipment and furnishings at a tremendous savings. Mathews motioned to approve the State Surplus Program Resolution #08-01. Second by O’Leary. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.

New Business: Information/review/action

A. Legislation – TOI Perspective: Nothing to discuss this month.

B. Veteran’s Assistance – information packet: Information was given to the board for their records.

Other: Information/review/action

- Schuster received a letter from Land Conservancy regarding private donations. See Schuster for more information.
- Information regarding the current listing of historic sites and structures that the McHenry County Historical Society has plaqued was given to the board for their records.

Motion to Adjourn: At 9:04 p.m. Dahlfors motioned to adjourn tonight’s regular monthly meeting. Second by O’Leary. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk