

December 12, 2006

The regular monthly meeting of the Seneca Township Board of Trustee 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.

Pledge of Allegiance

Township Officials in Attendance: Supervisor Ersel Schuster, Trustees Rosemary Bartman, Thomas Dahlfors, Michael O'Leary, Susan Mathews (8:20 arrival), Road Commissioner Robert Helfers, and Clerk Dawn Seemann. Absent Officials: Assessor Donald Andrews.

Guests in Attendance: Eydie Kurzawinski, Robert Pope, Phil Lauf, Andrew Pieri, David Dolby, Chris Musal.

Public Speaking: None.

Approval of Minutes: O'Leary made a motion to approve the November 14, 2006 regular monthly minutes as presented. Seconded by Dahlfors. Helfers revised a portion of the Road Commissioner's Report by stating that the entire roof of the Road District Building was painted. Minutes approved as amended.

Audit of Current Bills:

Road District – Dahlfors made a motion to approve the Road District bills for payment for the period of November 15, 2006 through December 12, 2006 in the amount of \$5,372.22. Seconded by O'Leary. Voting yes: Bartman, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed.

Town Fund– O'Leary made a motion to approve the Town Fund bills for payment for the period of November 15, 2006 through December 12, 2006 in the amount of \$5,898.32 Seconded by Bartman. Voting yes: Bartman, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed.

Treasurer's Report: November 1, 2006 through November 31, 2006, as listed below:

Illinois Fund – Bartman made a motion to approve the Treasurer's Report for the Illinois Fund for the period of November 1, 2006 through November 31, 2006. Seconded by Dahlfors. Motion passed.

| Illinois Fund | Previous Balance | Trans to Prime | Expenses | Income | Ending Balance |
|----------------------|-------------------------|-----------------------|-----------------|---------------|-----------------------|
| General Assistance | \$22,850.84 | 0 | 0 | \$97.53 | \$22,948.37 |
| Town Fund | \$124,575.05 | 0 | \$5,164.61 | \$534.59 | \$119,945.03 |
| Road & Bridge | \$106,556.88 | 0 | \$4,017.72 | (\$1,769.35) | \$100,769.81 |
| Permanent Hard Road | \$74,794.16 | 0 | \$0 | \$319.25 | \$75,113.41 |
| Building & Equipment | \$9,626.90 | 0 | \$6,102.00 | \$3,449.90 | \$6,974.80 |

Prime Fund – Dahlfors made a motion to approve the Treasurer's Report for the Prime Fund for the period of November 1, 2006 through November 31, 2006. Seconded by Bartman. Motion passed.

| Prime Fund | Previous Balance | Trans Between Funds | Expenses | Income | Ending Balance |
|--------------------|-------------------------|----------------------------|-----------------|---------------|-----------------------|
| General Assistance | \$70,173.45 | 0 | 0 | \$301.28 | \$70,474.73 |
| Town Fund | \$247,177.13 | 0 | 0 | \$1,061.21 | \$248,238.35 |
| Road & Bridge | \$113,444.79 | 0 | 0 | \$487.06 | \$113,931.85 |

Building Project: David Dolby, Architect – Architect David Dolby came to this meeting in order to summarize his contract and to address any issues and/or concerns the Board may have. Mr. Dolby explained what his services included, some of which were his firm coming out to access our building, checking into whether or not we need a variance for the addition, preliminary drawings with costs, and prerequisite requirement suggestions needed to begin. He stated he will be coming back with a couple of his men to evaluate the building and check it for structural integrity. Once that has been completed, he would need the Board to give him a schematic type of drawing as to what we'd like the building to consist of. Mr. Dolby would then draw up plans including an approximate cost for the proposed addition. Also discussed were the payment scale, time frame, the bidding process, and other costs for such things as a Civil Engineer. O'Leary questioned the need for a Structural and Civil Engineer. Architect Dolby stated that we do not need a Structural Engineer, but definitely need a Civil Engineer because we can't get a permit without it. The Civil Engineer determines if we need a retention pond, etc. He gave us the names of two companies that they have worked with and said it is up to us to contact them. That is something his firm doesn't take care of. Bartman asked if the Township would receive copies of all documentation regarding this project. Mr. Dolby informed the Board that we could have copies of anything and everything we want. His firm will produce the documents/drawings necessary to present to the County Zoning Department, as well as, for the bidders during the bidding process.

- A couple of items noted on his contract in question were discussed and edited. Mr. Dolby will make the discussed changes to the contract and resend it for the Board's approval. All decisions the Board makes regarding the building addition, must be put in writing and sent to the Architect.

- Schuster questioned Mr. Dolby about a \$17+ invoice from his company that she received, but didn't know what it was for. He told her to disregard that bill.

- The Board thanked Architect Dolby for his time.

General Assistance: Schuster has nothing to report this month.

Clerk's Report: Seemann has nothing to report.

Road Commissioner's Report: Helfers reported that our current culvert fees for the application and the bond is \$100 for the pre & post field inspection and \$500 for the bond paid by the homeowner/contractor who is coming in for the application. He said that at a recent meeting of the Highway Commissioners, they discussed trying to get a fee standard throughout the county because the one they have been working with is outdated. The consensus of the Highway Commissioners is to get uniformity of the seventeen (17) townships in McHenry County. They'd like the minimum service fee set at a \$150 for the pre & post inspection, and suggested raising the bond to \$1,000.00, due to the fact that the price of the culvert went up, aggregate is going up, and blacktop is going up. As of January 1, 2007, this will be a policy for Seneca Township.

- Helfers reported that the snowfall we had a week ago Friday was one of the worst snowfalls he's ever seen in the twelve (12) years he's been the Highway Commissioner, due to the amount of snow we got in the period of time. He felt between himself and his crew, they did an excellent job on the roads. He stated it was a tough snow to handle, being it was wet with ice under it. They didn't have any equipment breakdowns. He added that they used about 300 gallons of diesel fuel in two days.

Assessor's Report: Assessor Andrews is absent tonight. No report.

Planning Commission: - Information/review/action

- A. **Commission Activity Report** - applications / none.
- B. **Petition #06-58 Alan & Lynn Muir A1 to A1C – Heliport site** – Schuster reported Mr. Muir pulled his petition the day the McHenry County Zoning Board of Appeals was going to vote on it because he didn't like our letter requesting denial. His attorney will be at our January meeting.
- C. **Update on Pending zoning petitions**
 - a. **Petition #06-20 – Barbara Janet A1 to A1C** – The petition was pulled from the November County Board agenda. They are still operating illegally and the sign is still up.

- b. **Petition #06-71 – Ziemer A1 to A2** – This petition will be put on the County Board’s agenda next week.
- D. **County Board – “Agritourism” – changes to be proposed for zoning / building codes / health issues** – Schuster informed the Board that this topic has been in the newspaper. She stated that the County will be reviewing some of the zoning involved in those agritourism businesses. She asked Bartman to keep up with this issue for the Board.
- E. **New Chairman of the County Planning and Development Committee** – Schuster informed the Board that the new Chairman of the Planning and Development Committee is Barb Wheeler. Schuster asked the Board if they would like Barb Wheeler, as well as, Virginia Peschke who heads the Health Committee, and also is on the Planning and Development Committee, to come to a meeting and talk with us about some of the zoning issues we have been dealing with in recent months? The Board felt this would be a good idea. Schuster will contact them.
- F. **2030 Land Use Plan** – Schuster told the Board that during a Township Supervisors’ Meeting, it was decided to draft a letter to the McHenry County 2030 Land Use Plan Committee asking that townships be one of the stakeholder groups in the planning process. She stated that this was done because it appears as though the county will be cutting the townships out. The goal is for a consensus of the township boards and road districts to be participants in this planning process.
- G. **Zoning Issue “Cage Rattling”** – Schuster stated there has been some “cage rattling” on the part of some of the petitioner’s attorneys, where it appears they are looking to scare us at the township level because they don’t want us to have an opinion in zoning matters. She added that another township was threatened with a lawsuit for having an opinion regarding a proposed request within their area.

New Business: (Moved ahead in the agenda for the benefit of the guests)

INTERVIEWS – Planning Commission candidates – Schuster asked the Planning Commission candidates to wait in Commissioner Helfers’ office until their turn to be interviewed. Four applicants interviewed with the Board, each giving some background information about themselves, as well as, why they’d like to be on the Planning Commission Board and what they feel they could contribute. The “job description” was discussed with the candidates, and questions/answers were exchanged. After which, the Board thanked each one for their interest and time.

Old Business: Information/review/action

- A. **Building Project– Discussion and Line Item Adjustment** – The building project issue, along with the proposed contract from Architect David Dolby, were discussed further.
 - Dahlfors made a motion to approve the line item transfer to move \$7000.00 from line item 1240 Contingencies to line item 1275 Building/Addition/Renovation Expense. Seconded by O’Leary. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.
 - Dahlfors made a motion to issue a check for \$800 to ALA Associates, Inc. for the down payment of Item A optional variance portion of the retainer, and also to approve Schuster to sign the contract. Seconded by O’Leary. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.
- B. **Approve Town Levy – Dec. 2006** – Schuster explained the levy and informed the board that Assessor Andrews asked that she put an additional \$5,000 into the personnel. He will be needing more help this year in doing measurements, etc. His salary has been moved over to the Assessor’s part of the financial sheet so he is separate from our administrative payroll. Dahlfors made a motion to approve the Town Levy, in the amount of \$150,300.00, for tax year 2006 payable in year 2007. Seconded by Bartman. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.
- C. **Approve Road District Levy** - Helfers presented the Road District Levy. Bartman made a motion to approve the Road District Levy, in the amount of \$223,461.00, for tax year 2006 payable in year 2007. Seconded by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.

- D. **Newsletter – review** – Schuster reported that she received many calls regarding the newsletter, all good!

New Business: Information/review/action

- A. **Kishwaukee Valley Water Authority** – Schuster informed the Board that the Kishwaukee Valley Water Authority is moving forward with getting the issue put on the April 17, 2007 ballot. Mathews brought some information regarding other cities that have water authorities, as well as, other info regarding water authorities. Mathews had suggested the possibility of our township writing up a resolution supporting this issue. Bartman felt more research is needed before supporting or not supporting this issue. Schuster will bring samples of other township resolutions regarding water authorities, as well as, possibly a proposed resolution for our township.
- B. **Legislation – Perspective 2006** – Nothing to discuss since not everyone has received their issue of the Perspective magazine for this month.
- C. **Interviews – Planning Commission Candidates** – Each candidate was discussed/reviewed, and voted on. Following a lengthy debate, Dahlfors made the motion to appoint Phillip Lauf and Robert Pope to fill the current vacancies on the Seneca Township Planning Commission. Seconded by Mathews. Motion passed. Schuster will contact each applicant with the outcome.

Other:

- Regarding the individual who made the suggestion that residents be able to post messages to the township website and the Board's concerns over possible offensive or inappropriate content; this individual was offended by the word "censor", as used in the discussion and recorded in the minutes. Schuster explained the Board's rationale for having made their decision and that the word "censor" was not meant in the context he suggested.
- Information was received from the McHenry County Child & Adolescent Network. This is an organization set up for children whose parents are going through the court system, and that this group is looking for more advocates for these kids. If interested, Schuster has this information available for review.
- The TOI Spring Workshop is scheduled for February 24th at the Radisson Hotel in Rockford. Bartman, Mathews, Dahlfors, and Schuster are planning to attend. O'Leary will let Schuster know if he will be able to attend, as well.
- Schuster brought samples of other townships' newsletters for the Board to review.
- Schuster has an information packet available for review from Family Services regarding the services they provide.

Motion to Adjourn: At 10:46 p.m. O'Leary made a motion to adjourn tonight's regular monthly meeting. Seconded by Dahlfors. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk