

SENECA TOWNSHIP
Regular Monthly Minutes
February 10, 2009

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 Helpers, and Clerk Dawn Seemann. Absent officials: Assessor Donald Andrews.

Guests in Attendance: James Kagel, Mark Keil, Jim Kunde, Scott Swanson, and Robert Pope.

Public Speaking: None.

Minutes: Dahlfors motioned to approve the January 13, 2009 regular monthly minutes as presented. Second by Bartman. Helpers amended the total miles the Road District is responsible for on page 2. Motion passed with amendment.

Audit of Current Bills:

Road District - Bartman motioned to approve the Road District bills for payment for the period of January 14, 2009 through February 10, 2009 in the amount of \$5,741.32. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.

Town Fund – Mathews motioned to approve the Town Fund bills for payment for the period of January 14, 2009 through February 10, 2009 in the amount of \$23,066.66. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Schuster. Voting no: None. Motion passed.

Treasurer’s Report: January 1, 2009 through January 31, 2009, as listed below:

Illinois Fund – O’Leary motioned to approve the Treasurer’s Report for the Illinois Fund for the period of January 1, 2009 through January 31, 2009. Second by Dahlfors. Motion passed.

Illinois Fund	Prev. Bal.	Trans/Prime	Expenses	Income	Ending Bal.
General Assistance	\$26,279.31	0	0	\$65.20	\$26,344.51
Town Fund	\$21,207.20	\$100,000.00	\$46,064.39	\$4,647.57	\$79,790.38
Road & Bridge	\$143,245.55	0	\$4,959.40	\$3,430.58	\$141,716.73
Permanent Hard Road	\$75,563.79	0	\$1,388.49	\$3,016.88	\$77,192.18
Building & Equipment	\$41,623.16	0	0	\$770.31	\$42,393.47

Prime Fund – Bartman motioned to approve the Treasurer’s Report for the Prime Fund for the period of January 1, 2009 through January 31, 2009. Second by Dahlfors. Motion passed.

Prime Fund	Prev. Bal.	Trans/Funds	Expenses	Int. Income	Ending Bal.
General Assistance	\$76,186.04	0	0	\$44.36	\$76,230.40
Town Fund	\$103,134.64	(\$100,000.00)	0	\$40.36	\$3,175.00
Road & Bridge	\$123,165.04	0	0	\$71.72	\$123,236.76

General Assistance Report: Schuster reported she has had some General Assistance calls, however, no applications have been taken.

Clerk's Report: Seemann has nothing to report this month.

Road Commissioner's Report: Helpers reported that he went to the Highway Commissioner's meeting on the third Thursday of January. During that meeting the possibility that we go out on our own between the 17 McHenry County townships and maybe possibly with some other municipalities to pursue our salt supplier for next year was discussed. Four men were appointed to make up a salt committee. They since have made some calls to see who may be interested in this. To date, Helpers hasn't heard anything back. He feels future prices won't change much.

- County Engineer, Baxter Woodman has stated they will be closing North Union Road for bridge repair in 2010-2011. Their designated detour is Rt. 176 to Rt. 23 to Rt. 20 to get to Union. Helpers is pretty sure that means the township roads will once again be beat up for another year.

- Helpers spoke to the person at the county who is in charge of road signs regarding Kishwaukee Valley Road where it crosses the north branch of the Kishwaukee River, which is approximately ½ mile west of the intersection of Kishwaukee Valley and Vermont Roads. He found that bridge project will be up for bids about mid-summer and they don't know if it will be completed this year or 2010. At this point in time, they are not sure with the bridge repair if they will be able to keep one road open. If not, they will close Kishwaukee Valley and cars are supposed to go down Dunham Road. Again, Helpers feels this detour will not be the route cars actually will use and more township roads will be beaten.

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

Planning Commission Report: Information/review/action

A. Commission Activity Report – Committee reviewed/action on pending petitions:

The planning commission did not meet this month. No report.

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

a. Merryman Petition – The petitioners did not provide their documents. The case is again being continued.

C. Zoning Petitions – status:

a. Petition #08-13; John & Kristine Benoit – A1 to A1C – Commercial

Kenel – As of this time, the petitioners have still not filed their conditional use permit ordinance with the county. They have up to six months after the hearing to file this document.

b. Petition #08-30; Steven & Susan Schmieding – request for a variance -

The petitioners have not filed for a permit, but their conditional use permit is still pending, so the possibility that they will go in for a permit is still there. They have six months to actually file their ordinance with the county.

c. Petition #08-51; Michael & Cynthia Winters – request for a variance –

The petitioners have reduced the height and square footage and did receive their permit under the subdivision ordinance.

- The new Planning and Development Director, Mr. Sandquist, spoke with Schuster regarding some issues in Seneca Township, including the trailer issue out on Vermont Rd, and the one on N. Union Road. Schuster stated that Mr. Sandquist called her this afternoon to tell us that they were continuing to review this issue to clarify that the property owners were indeed farming these parcels.

Old Business: Information/review/action

A. Building Project – The last payment for the building was signed off on tonight, so the building is officially ours. We still have the occupancy issue because we have to get the letter of credit and a cost estimate for the driveway work to the county. We need to get a bid that we can turn over to the county because they require 150% of the bid letter of credit. This is to ensure that we will finish the driveway as the building project specified.

- We were told that the county's review of our building project found that all that was needed were 15 parking spaces instead of the 27. This would allow us to eliminate the need to put a parking lot in the front of the building. We will need to have Land Technologies redraw the plans we need to resubmit to the county. Schuster feels the cost to redo the plans, including the drainage area, would be approximately \$500.
- Helfers feels with the difference in grades from the old driveway to the new one, a swale is needed.
- The plans will need to be restructured to eliminate the parking up front; the sidewalk would stay; the 25' X 300'+/- new driveway asphalted, and the original driveway is to be removed. It may also be necessary to include a swale once it is determined whether or not it is needed.
- Mathews motioned to direct Schuster to engage Land Technologies to make the changes to the plans for the parking areas and submit those plans to the county. Second by Dahlfors. O'Leary suggested amending the motion to state that the revised plan will be an "as built" plan for final submission. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed with amendment.

B. Open bill – update: The bill from Excavating Concepts is still open and in question. The issue is that we were billed for double the amount that they bid. Schuster and O'Leary spoke with the company and were told the company did dig the driveway deeper than what was originally bid. They agreed that, although this was necessary, they should have contacted us prior to doing that. The board feels Excavating Concepts needs to make some concessions regarding the bill. The original bid came in at \$4000. The township was billed \$8,602. Mathews motioned to split the extra cost over and above the original estimate and get a final waiver from them for the amount of \$2301. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed. Schuster will cut a check for \$2301 to Excavating Concepts to close out this bill.

C. Website – Follow-up discussion from last month's meeting regarding website options took place. Schuster explained that the company she is looking into using (Marketing for Business) charges \$39/month on a month-to-month basis. Mathews motioned to direct Schuster to contact Marketing for Business and engage them to set up the new website by duplicating our existing site. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed. Seemann will review our existing website and suggest possible page eliminations/additions to Schuster.

New Business: Information/review/action

A. Legislative – Federal Stimulus Funding: Schuster was contacted by McHenry County Council of Governments (McCog) to see if there is anything we were interested in funding through this program. Schuster wrote to them to let them know that we are interested in funding for our driveway project and renovation of the original township building. Schuster asked Bartman if she would do some lobbying about this.

B. Policy – Building use: As of tonight's meeting, Schuster hasn't found any policies regarding renting the township building to the public. She will continue to look into this.

Other: Information/review/action

- Schuster received a notice from the Veteran's Administration asking that if we have a

township newsletter they would appreciate if we would include a blurb stating that they are looking for adult volunteers to assist with the veteran's transportation program. Please contact Schuster if you know of anyone who may be interested.

- Information has been received regarding the GASBY 34 audit.
- Helfers informed the board that his budget is made up for next year. Schuster suggested letting the new Road Commissioner take care of it. Helfers questioned the normal process of filing the budgets in April. Schuster explained that he could file it if he wants to, but we actually have until 90 days after the start of the new fiscal year to file it.
- Schuster asked the board if she could purchase a metal storage rack for the storage unit in order to keep the supplies up off the floor. The board agreed that Schuster should purchase whatever she feels necessary to properly organize the storage area.
- O'Leary informed the board that he was able to get a "good deal" on a large amount of furniture to help furnish the new offices.

Motion to Adjourn: At 8:36 p.m. Dahlfors motioned to adjourn tonight's regular monthly meeting. Second by Bartman. Motion passed.

Respectfully Submitted,

Dawn M. Seemann
Township Clerk