

January 8, 2008

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, Susan Mathews, Thomas Dahlfors, Michael O'Leary, Assessor Donald Andrews, and Clerk Dawn Seemann.
Absent Officials: Road Commissioner Robert Helfers.

Guests in Attendance: Robert Pope, Norb Ziemer, Marilyn Kelly.

Public Speaking: None.

Approval of Minutes: Dahlfors motioned to approve the December 11, 2007 Regular Monthly Minutes as presented. Second by Mathews. Motion passed.

- Dahlfors motioned to approve the December 18, 2007 Special Meeting Minutes as presented. Second by O'Leary. Minutes amended to show names of those who made motions. O'Leary motioned to approve the minutes as amended. Second by Mathews. Motion passed.

Audit of Current Bills:

Road District - Dahlfors motioned to approve the Road District bills for payment for the period of December 12, 2007 through January 8, 2008 in the amount of \$19,761.61. Second by Bartman. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed.

Town Fund– Dahlfors motioned to approve the Town Fund bills for payment for the period of December 12, 2007 through January 8, 2008 in the amount of \$5,283.52. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Schuster. Voting no: None. Motion passed.

Treasurer's Report: December 1, 2007 through December 31, 2007, as listed below:

Illinois Fund– Mathews motioned to approve the Treasurer's Report for the Illinois Fund for the period of December 1, 2007 through December 31, 2007. Second by Bartman. Motion passed.

Illinois Fund	Previous Balance	Trans to Prime	Expenses	Income	Ending Balance
General Assistance	\$24,896.11	0	0	\$94.16	\$24,990.27
Town Fund	\$141,593.85	0	\$5,518.50	\$1,757.54	\$137,832.89
Road & Bridge	\$154,244.22	0	\$22,596.93	\$2,949.68	\$134,596.97
Permanent Hard Road	\$104,725.25	0	0	\$1,040.27	\$105,765.52
Building & Equipment	\$32,029.81	0	\$525.00	\$279.34	\$31,784.15

Prime Fund – Dahlfors motioned to approve the Treasurer's Report for the Prime Fund for the period of December 1, 2007 through December 31, 2007. Second by O'Leary. Motion passed.

Prime Fund	Previous Balance	Trans Between Funds	Expenses	Income	Ending Balance
General Assistance	\$74,186.90	0	0	\$287.06	\$74,473.96
Town Fund	\$261,314.19	0	0	\$1,011.15	\$262,325.34
Road & Bridge	\$119,933.12	0	0	\$464.08	\$120,397.20

General Assistance: Schuster informed the board that the township may have to pay on another case. She stated she may have to talk to our lawyer about this one.

- Schuster attended a meeting regarding Cook County asking for payment from townships for prescription drug services provided to McHenry County residents. It was determined that this is not an issue, as reimbursement of charges for prescription drug and medical services are not allowed unless a client is approved for General Assistance prior obtaining the services.

Clerk's Report: Seemann informed the board to keep an eye out for the Economic Interest Statements to arrive in the mail.

Road Commissioner's Report: Commissioner Helfers is absent tonight. No report.

Assessor's Report: Assessor Andrews reported that once again he was the first Township Assessor to get his tax assessments to the county.

- Andrews went through his records and found that he sent back 260 faxes to real estate people. Some of those consist of about a half-dozen requests on one sheet, others had only two. He stated the township had 212 building permits, not all of them were for single family residents. In 2007 the township had 58 sales. In 2006 there were 71. In 2005 there were 81. The sales have steadily gone down hill, but between 2006 and 2007 the prices didn't really go down.

- Andrews has signed up for one of two required courses through the Illinois Department of Revenue. He was unable to put two classes together as normal to save money. Currently, Assessor Andrews has taken all of the courses available through the Illinois Department of Revenue. As a result, he stated he is forced to sign up for the other class at a later date. He had been taking the courses for ten years, 2 per year as required by law, and because you can't repeat any courses already taken, this limits the number of courses he could take at no charge.

Planning Commission: - Information/review/action

- A. **Commission Activity Report – Committee review/action on pending petitions:** No activity this month. The meeting was cancelled.
- B. **New Petitions to be considered for action and/or review by the town board:**
 - a. **Petition #80-01; #80-02; #80-03, #80-04 – Melvin & Donald Purdom petitions:** We have not received a notice of the hearing yet. The only information we have is what was on the county's ZBA website. The board has copies of the four petitions and the plats showing what the petitioners are proposing, which is to allow them to build on those parcels. Schuster suggested postponing this and not take any action, and write to the ZBA asking them if we could enter a statement prior to their vote. More information is needed. There are questions that the board needs answers to prior to making any sort of a decision regarding the petitions. Seneca Township Planning Commission member Bob Pope will attend the ZBA meeting on January 30th regarding these petitions.
- After discussion, Dahlfors motioned to direct Schuster to draft a letter to the ZBA asking them to hold off on voting until we could get more information for the reasoning for this request. Second by O'Leary. Motion passed.
 - b. **Petition #07-50 Rick Bellairs – Menge Property – A1 to E5 estate:** There is another continuance on this petition. The next hearing is scheduled to take place on 1/16/08.
 - c. **Petition #07-? – Sam & Cindy Romano – Garden Valley Road – A1-A1C:** This petition goes to the ZBA voting meeting on the 22nd of this month.
- C. **Update – Misc. zoning matters:**
 - a. On February 7th, the Merryman petition will be before the court at the county building.
- D. **Township Land Use Plan:** Newsletters will go out tomorrow with a questionnaire for the residents to compete and return regarding their opinions/ideas for Seneca Township's future land use plan.

Old Business: Information/review/action

- A. **Building Project– update** Schuster let the board know that she had talked to the architect about the proposed revisions to the building addition plans and they will do what needs to be done for us to get this project accomplished when we are ready. Schuster suggested that we write a new bid letter, amend the bid packet to specify the changes, and get the rebidding started. She added that the attorney was agreeable on this. During a prior meeting it was discussed that perhaps we could eliminate the bid bond. The attorney said that by law we must have a bid bond.
- The board has decided that this is the last time we will get bids on the addition. If the bids come in and we don't agree with them, the proposed building project will be ended.
 - Schuster will contact the architect to find out if he will do the rewrite of the bid. She will then get it back to our attorney for review, then get it out for rebidding.
 - Dahlfors motioned to go ahead with the bid letter and bid packet, and engage the architects and attorney to proceed with the rebid process. They will get the notice out, setup the pre-bid meeting, and go from there. 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. **Pandemic Flu / Emergency Services Committee** – At this point we have two residents who have volunteered to be on the committee. We still need three more. Schuster has given them the materials needed to begin setting up the township emergency plan. Seemann and Dahlfors said they would be willing to sit on the committee if necessary. Schuster will check into this to see if that is allowed. She will also write to the McHenry County Health Department to see if we could get an extension for the draft plan, which is due January 31, 2008. Seemann will check with the Marengo Community High School about getting approval to use the school for an emergency shelter for Seneca Township residents if the need should arise. The presentation of the proposed emergency plan will be presented at the annual town meeting in April.

Motion to Adjourn: At 8:17 p.m. Bartman motioned to adjourn tonight's regular monthly meeting. Second by Dahlfors. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk