

SENECA TOWNSHIP
Regular Monthly Meeting
September 8, 2009

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

Township Officials in Attendance: Supervisor James Kagel, Trustees Rosemary Bartman, Susan Mathews, Thomas Dahlfors, and Michael O'Leary, Road Commissioner Scott Swanson, Assessor Donald Andrews, and Clerk Dawn Seemann. Absent Officials: None.

Guests in Attendance: Bob Helpers, Jeanne Clark, Marilyn Kelly, Bob Pope, Joe Daleiden, Gina LeFevour, Michelle Kuhlman, Paul Bockman, and one other whose name was illegible to read.

Public Speaking: Joe Daleiden, planning consultant, informed the board that he likes Seneca Township's Land Use Plan. He spoke about the importance of agriculture land. Mr. Daleiden stated that he has attended the McHenry County 2030 Land Use Plan meetings and doesn't like some of what he learned. He presented the board with statement he had written regarding the importance of preserving farm land, and what he would like see changed on McHenry County's Land Use Plan Maps. Mr. Daleiden feels the township board needs to be a part of the public meetings held by the McHenry County 2030 Land Use Plan Committee.

- Michelle Kuhlman stated she also attended the 2030 planning meeting and would like our board to continue to follow our current Seneca Township Land Use Plan. She stressed that should development be allowed to come into Seneca Township we may run out of water in the future, and feels it is important to protect our area from development. Ms. Kuhlman would like our board to write letters to the county to support the protection of Seneca Township's land.

- Gina LeFevour questioned our role in the involvement of the McHenry County 2030 Land Use Plan.

- Bob Pope asked Joe Daleiden what his opinion is on how good the 2030 plan would be if land gets annexed into a city? He wanted to know how to stop the city from developing the farm land? Mr. Daleiden voiced his opinion on how that would be handled.

Minutes: Dahlfors motioned to approve the August 11, 2009 regular monthly minutes as presented. Second by O'Leary. Motion passed.

Audit of Current Bills:

Road District - Dahlfors motioned to approve the Road District bills for payment for the period of August 12, 2009 through September 8, 2009 in the amount of \$14, 077.60. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

Building & Equipment - Bartman motioned to approve the Building & Equipment bills for payment for the period of August 12, 2009 through September 8, 2009 in the amount of \$7,050.00. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

Town Fund - Dahlfors motioned to approve the Town Fund bills for payment for the period of August 12, 2009 through September 8, 2009 in the amount of \$15,203.16. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

Treasurer's Report: August 1, 2009 through August 31, 2009, as listed below:

Harris Checking	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Town Fund	\$81,838.14	\$861.52	\$12,618.99	\$10,660.45	\$80,741.12
Road & Bridge	\$162,954.07	0	\$6,216.90	\$7,145.72	\$163,882.89

Harris CD	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Road & Bridge	\$123,000.00	0	0	0	\$123,000.00

Harris Money Market	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
General Assistance	\$102,422.62	(\$171.98)	0	\$187.93	\$102,438.57
Hard Road	\$84,463.25	0	\$507.77	\$7,825.89	\$91,781.37
Building & Maintenance	\$55,223.89	0	\$8,628.84	\$1,991.71	\$48,586.76

General Assistance Report: Kagel stated there was nothing to report this month. He informed the board that he wanted to attend a General Assistance meeting this month that is being held in Rockford, but the meeting is full and he is on a waiting list. There is another meeting in October that is being held in Bloomington.

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

Road Commissioner's Report: Swanson reported that they have just completed their 3rd mowing of the right-of-ways, and have been working on ditching, patching, and shouldering.

- A new well has been installed on the township property. This was needed due to sand issues in the well, and there was no water coming from the well. The cost to have this well put in was paid entirely from the Road District fund, however, Swanson feels half of the cost should come from the Town Fund as well. The Town Fund will reimburse ½ the cost of the well to the Road District during the next fiscal year.

Assessor's Report: Andrews informed the board that it is (tax assessment) appeals time. He stated he really hasn't had a lot of appeals - no more than usual. Three of the appeals will take place on September 19, 2009, and incoming township assessor Paul Bockman, will go along to these hearings with Andrews.

- A plastic mat is need in the Assessor's office for under the desk chair so the carpeting won't get worn out.
- Andrews asked for directions from the board as to where and how to store his records?
- Cleaning supplies are needed so the Assessor's office could be cleaned.

- Andrews gave the board information regarding the computer system that is being used by other assessors (Visual PAMPro). He'd like to get it loaded on and started prior to the new assessor taking over on January 1, 2010. In addition, a new computer will need to be purchased strictly to be used for Property Records.

Planning Commission Report: Information/review/action

- A. Commission Activity Report:** - The Planning Commission did not meet this month. No report. Planning Commission member Bob Pope feels more Township Board members other than Supervisor Kagel should attend the 2030 Land Use Plan meetings.
- B. Zoning Petitions for consideration, review, and/or action by the Town Board** - None.
- C. Zoning Petitions Status** - None.

Old Business: Information/review/action

A. Building Use Policy - Kagel feels the need to discuss who will be here to open the building should be discussed further. In addition, he feels the separation of church and state is an issue that needs addressing. Both of these issues were discussed. The board felt the Policy was stated properly and sufficiently. O'leary motioned to approve the Building Use Policy as presented. Second by Mathews. Motion passed. Clerk Seemann will post the Building Use Policy on the website.

B. Payment of Ersel Schuster's claim - Kagel stated that according to the way the Salary Resolution is stated, should the decision be made to pay Schuster, he will have to decrease his pay by the amount she is paid so the budget will stay balanced. Kagel motioned to approve paying Schuster and himself taking the pay decrease. Although the board felt this was extremely unfair, however generous of Kagel, the motion was seconded by O'Leary. Voting yes: Bartman, Dahlfors, O'Leary, Kagel. Voting no: Mathews. Motion passed.

- The Salary Resolution Policy will be put on next month's agenda for revision.

C. Designate FOI Officer - A letter was received from the McHenry County Association of Supervisors stating a Freedom of Information (FOI) Officer must be designated to handle all Freedom of Information requests. O'Leary motioned to approve Clerk Seemann as the Township's designated FOI Officer. Second by Dahlfors. Motion passed. Seemann is required to take annual training. The 1st training will be required within 30 days after January 1, 2010.

D. Legislative Survey - Each year Township Officials of Illinois (TOI) sends out a survey asking for issues and/or concerns townships would like them to address. Dahlfors feels we should duplicate what we sent to them last year since there was no response toward any of our issues and/or concerns. The board decided to table this issue until next month's meeting.

New Business: None.

Public Speaking: Bob Helfers asked if we have received the GASBY34 Audit results? Kagel stated he will address that in his report.

Supervisor's Report:

- The McHenry County Department of Health (MCDH) has asked that if we put out monthly newsletters that they'd like to send us information to include in the newsletters. Kagel informed them

that we currently are not sending monthly newsletters, but offered to put some information on our website.

- The GASBY34 Audit is complete. Copies were given to the board for their records. This audit is available for review by contacting Clerk Seemann to set up an appointment. 815-923-2457.

- Kagel stated that we could take over doing the Quarterly Financial Statements, which would save the township money. The board felt we should.

- The Assessor's new phone lines have been installed and are working, as well as the second phone line in the Road Commissioner's office. All of the new phone numbers are listed on the Seneca Township website: www.senecatownship.com

- The internet is hooked up and working.

- The landscaping that the boy scouts did around the township building is complete and looks great!

- The American and Illinois flags will be raised for the first time on Patriots Day (9-11-09) at 6:30 a.m. Due to lighting not being installed at this time, the flags will be raised and lowered each day until the lighting has been installed.

- Assessor Andrews suggested protecting the air conditioners. Possibly put some sort of fencing around them.

Motion to Adjourn: At 8:47 p.m. Dahlfors motioned to adjourn tonight's regular monthly meeting. Second by Bartman. Motion passed.

Respectfully submitted,

Dawn Seemann
Township Clerk