

SENECA TOWNSHIP
Regular Monthly Meeting
March 13, 2012

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, Assessor Paul Bockman, Road Commissioner Scott Swanson, and Clerk Dawn Seemann. Absent Officials: None.

Guests in Attendance: Bob Pope.

Public Speaking: None.

Minutes: Dahlfors motioned to approve the February 14, 2012 minutes as presented. Second by Bartman. Motion passed.

Audit of Current Bills:

Road District - Bartman motioned to approve the Road District bills for payment for the period of February 15, 2012 through March 13, 2012 in the amount of \$8,031.39. Second by Dahlfors. 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 February 15, 2012 through March 13, 2012 in the amount of \$19,168.41. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Kagel. Voting no: None. Motion passed.

Treasurer’s Report: Mathews motioned to approve the Treasurer’s Report for the period of February 1, 2012 through February 29, 2012, as listed below. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Kagel. Voting no: None. Motion passed.

Harris Checking	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Town Fund	\$123,399.85	0	(\$5,941.06)	0	\$117,458.79
Road & Bridge	\$66,578.54	0	(\$15,320.02)	0	\$51,258.52

Harris CD	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Road & Bridge	\$126,638.57	0	0	0	\$126,638.57

Harris Money Market	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
General Assistance	\$102,286.43	0	0	\$11.75	\$102,298.18
Perm Hard Road	\$136,840.86	0	0	\$15.72	\$136,856.58
Bldg & Maintenance	\$50,787.11	0	0	\$5.84	\$50,792.95

General Assistance Report: Nothing to report this month.

Clerk’s Report: Seemann reminded the board to sign and return their Economic of Interest Statements upon arrival to avoid a penalty fee.

Road Commissioner's Report: Swanson reported that he has been picking up garbage along the right-of-ways, and working on vehicles. In addition, he stated we have approximately 250 tons of salt left from this winter.

Assessor's Report: Bockman stated he has been measuring new constructions and changes to existing properties, entering property information into the computer, and will be taking more classes in two weeks.

Planning Commission Report: No report.

New Business:

- A. Set schedule for the regular monthly meeting dates April 2012 through March 2013** - Mathews motioned to set the 2012-2013 regular monthly meeting dates as the second Tuesday of every month beginning at 7:00 p.m. at the Seneca Township Building. Second by Dahlfors. Motion passed.
- B. Approve agenda for 2012 Annual Town Meeting** - Mathews motioned to approve the proposed 2012 Annual Town Meeting Agenda. Second by Dahlfors. Motion passed.
- C. Approve notice of public hearing for Town and Road District 2012-2013 Budgets** - Dahlfors motioned to approve the 2012-2013 budget hearing public notice. Second by Mathews. Motion passed.
- D. Approve Road Commissioner's Annual Report** - Dahlfors motioned to approve the Road Commissioner's Annual Report as presented. Second by Mathews. Motion passed.
- E. Approve line item transfers for Town Fund and Road District -**
 - a. Town Fund Line Item Transfers:**
 - i.** \$500 from 1305 Contractual Services to 1372 Assessor Training
 - ii.** \$250 from 1435 Miscellaneous to 1370 Travel Expenses
 - iii.** \$1000 from 1115 Municipal Retirement Fund to 1105 Salaries
 - iv.** \$100 from 1315 Social Security to 1369 Dues
 - v.** \$2000 from 1180 Liability Insurance to 1183 General Insurance
 - vi.** \$100 from 1157 Accounting Services to 1140 Medicare
 - b. Road District Line Item Transfers:**
 - i.** \$9 from 3440 Contingencies to 3175 Trash Removal
 - ii.** \$253.59 from 3440 Contingencies to 3171 Utilities
 - iii.** \$57 from 3440 Contingencies to 3130 Workman's Comp

Dahlfors motioned to approve all above-mentioned line item transfers for both the Town Fund and Road District. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

- F. Review of Town and Road District 2012-2013 budgets** - Upon conclusion of the review of the proposed 2012-2013 Town and Road District Budgets, Mathews motioned to approve both budgets and put them on display for 30 days prior to the Budget Hearings scheduled for 6:00 and 6:15 p.m., respectively, April 10, 2012. Second by O'Leary. Motion passed
- G. Consideration of TOI Drug Discount Card Program** - Kagel received information from Township Officials of Illinois regarding a Drug Discount Card program for Seneca Township residents through CVS Pharmacy Caremark. Mathews motioned that we are interested, but without commitment, in the Card Program, and would like further information as to how it works. Second by Dahlfors. Motion passed.

Supervisor's Report:

- Kagel informed the board that our U.S. and Illinois Flags are tattered and will be replacing them.
- The McHenry County Map that we discussed and ordered at a previous meeting has arrived.

- Kagel learned that next year's payroll software is not compatible with QuickBooks 2009, which we currently run, and will need to upgrade to QuickBooks 2012. The approximate cost for a complete upgrade is \$400.

Adjourn: At 8:20 p.m. Dahlfors motioned to adjourn tonight's regular monthly meeting. Second by Bartman. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk