

SENECA TOWNSHIP
Regular Monthly Minutes
March 9, 2010

The regular monthly meeting of the Seneca Township Board of Trustees was called to order at 7:09 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 Paul Bockman, and Clerk Dawn Seemann.

Guests in Attendance: Bob Helfers, Bob Pope, and Jeff Janet

Public Speaking: Planning Commission member Bob Pope informed the board that the Zoning Board of Appeals (ZBA) voted in favor of the Talidas petition with a vote of 6-2. The petition will now go before the county board for their vote.

- In addition, he informed the board that the landscaping petition on Kishwaukee Valley Road was denied by the ZBA. The petitioner will need to start over from scratch if they want to pursue this.

Minutes: Dahlfors motioned to approve the February 9, 2010 regular monthly minutes as presented. Second by Mathews. Motion passed.

Audit of Current Bills:

Road District - O’Leary motioned to approve the Road District bills for payment for the period of February 10, 2010 through March 9, 2010 in the amount of \$4,053.45. 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 10, 2010 through March 9, 2010 in the amount of \$19,774.11. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Kagel. Voting no: None. Motion passed.

Treasurer’s Report: Bartman motioned to approve the Treasurer’s Report for the period of February 1, 2010 through February 28, 2010, 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	\$91,978.44	\$295.90	(\$5,752.15)	\$199.00	\$86,721.19
Road & Bridge	\$151,011.07	(\$256.94)	(\$7,666.90)	\$399.48	\$143,486.71

Harris CD	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Road & Bridge	\$124,195.95	0	0	0	\$124,195.95

Harris Money Market	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
General Assistance	\$102,984.41	(\$38.96)	(\$350.00)	\$35.14	\$102,630.59
Hard Road	\$110,992.25	0	0	\$37.90	\$111,030.15
Bldg & Maintenance	\$44,135.09	0	0	\$15.07	\$44,150.16

General Assistance Report: Kagel reported he had one case of Emergency Assistance. He paid the person a one-time amount of \$350.00.

Clerk's Report: Seemann reported that she took the required online training to be the FOIA officer for the township. In addition, she informed the board that they should be receiving their yellow Economic of Interest Statements from the county clerk, if they haven't already, and should sign and return it to the county clerk before May 1, 2010 in order to avoid being fined.

Road Commissioner's Report: Swanson stated that in addition to plowing, he posted the roads last week, and has been working on the sign project. He also informed the board that Baker and Sons won the bid to do our paving this year.

Assessor's Report: Bockman reported that there were a couple of properties sold in Seneca and two occupancies which need to be measured. He stated the computer for the county information will be getting hooked up and should be ready soon. Other than that, he continues to work on organizing his office and materials.

Planning Commission Report: In addition to what was mentioned in the Public Speaking portion of the meeting, Kagel informed the board that he contacted the county to see if the ZBA could incorporate having to go before the township planning commission as part of the required steps needed to receive a petition. County board member Mary McCann said she will take care of this.

Old Business:

A. Correct Road & Bridge January AT&T bill - Kagel found an error on the Road District's bill payment claim sheet he wanted to inform the board about. The January AT&T bill in the amount of \$40.92 was paid in the proper amount to AT&T, but was written on the claim sheet incorrectly as \$29.47. The \$11.45 difference will be noted on the claim sheet for audit purposes only. Dahlfors motioned to approve this correction to the January Road & Bridge claim sheet. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

New Business:

A. Approve notice of 2010-11 monthly meeting dates - The regular monthly meeting dates for fiscal year 2010-11 (April 13, 2010 through March 8, 2011) were set to take place the second Tuesday of every month, and to begin at 7:00 p.m. O'Leary motioned to approve the 2010-11 fiscal year meeting dates as stated above. Second by Dahlfors. Motion passed.

- The suggestion was made for next year's budget meetings to begin at 6:00 and 6:15 p.m. as usual, followed by the Annual Town Meeting at 6:30 p.m. instead of 7:00 p.m., followed

by the Regular Monthly Meeting. This will avoid having to start, stop, and resume the regular monthly meeting as per previous years. This will be discussed at next month's Annual Town Meeting.

B. Approve Annual Town Meeting Agenda - Kagel presented the April 13, 2010 Annual Town Meeting Agenda to the board for approval. Dahlfors motioned to approve the 2010 Annual Town Meeting Agenda. Second by O'Leary. Motion passed.

C. Line Item Transfers -

Town Fund Line Item Transfers: \$200.00 from line item 1173 Travel Expenses moved to line item 1157 Accounting; \$100.00 from line item 1235 Miscellaneous to line item 1210 Operating Supplies; \$300.00 from line item 1305 Contractual Services to line item 1363 Assessor's Phone; \$300.00 from line item 1435 Assessor's Miscellaneous to line item 1375 Publications; \$600.00 from line item 1130 Workman's Comp to line item 1115 Municipal Retirement Fund; and \$1485.00 from line item 1158 Audit Services to line item 1270 Equipment. O'Leary motioned to approve the Town Fund line item transfers. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

Road District Line Item Transfers: \$171.78 from line item 3367 Maintenance Service Snow to line item 3159 Telephone; \$625.36 from line item 3415 Maintenance Supply Road to line item 3235 Miscellaneous; \$1196.00 from line item 3169 Liability Insurance to line item 3170 General Insurance; and \$5000.00 from line item Maintenance Supply Snow to line item 3305 Salaries. Dahlfors motioned to approve the Road District line item transfers. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

D. Approve 2010-2011 Tentative Budgets for Town and Road District -

a. Road District Budget: Swanson presented his tentative 2010-11 Road District budget to the board. Dahlfors motioned to approve the tentative 2010-2011 Road District Budget and put it on display for 30 days. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

b. Town Fund Budget: Kagel presented his tentative 2010-11 Town Fund budget to the board. O'Leary motioned to approve the tentative 2010-2011 Town Fund Budget and put it on display for 30 days. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

E. Road Commissioner's Annual Report - Swanson presented the board with his year-end inventory list for all items with a value greater than \$200.00. Each board member signed the report, which will be filed with the Township Clerk.

Supervisor's Report:

- Kagel informed the board that County Board Member Mary McCann advised us to not make a resolution adopting the groundwater protection program.
- As mentioned earlier in the minutes - Kagel restated that Mary McCann will advise the proper people so that zoning issues start at the township level.
- Information for the Education District Meetings for TOI was passed on to the board.
- The TOI Trustees dues are due.
- Kagel informed the board that he had gone to Menards to get estimates for a counter top with base cabinets for the township kitchen area. He received a price of \$858.00 for basic oak veneer base cabinets for an 8'x8' area, \$311.00 for the counter top, and \$130 to \$300.00 for the sink. He feels \$1500.00 would be enough to make the kitchen usable. All of these prices

are sale prices. Since there is money in the necessary line item in the budget for this, Kagel does not need approval from the board to purchase these items.

Motion to Adjourn: At 9:25 p.m. Dahlfors motioned to adjourn tonight's regular monthly meeting. Second by Bartman. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk