

SENECA TOWNSHIP
Regular Monthly Minutes
March 12, 2013

The Regular Monthly Meeting of the Seneca Township Board of Trustees was called to order at 7:00 pm 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. Absent Officials: None.

Guests in Attendance: None.

Minutes: Dahlfors motioned to approve the February 12, 2013, as presented. 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 February 13, 2013 through March 12, 2013 in the amount of \$21,346.38. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Kagel. Voting no: None. Motion passed.

Town Fund - O’Leary motioned to approve the Town Fund bills for payment for the period of February 13, 2013 through March 12, 2013 in the amount of \$18,059.95. Second by Bartman. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Kagel. Voting no: None. Motion passed.

Treasurer's Report: Dahlfors motioned to approve the Treasurer's Report for the period of February 1, 2013 through February 28, 2013, as listed below. Second by O’Leary. Voting yes: Bartman, Mathews, Dahlfors, O’Leary, Kagel. Voting no: None. Motion passed.

Checking	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Town Fund	\$162,902.41	0	(\$5,672.23)	0	\$157,230.18
Road & Bridge	\$51,511.44	0	(\$6,218.90)	\$220.28	\$45,512.82

CD	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Road & Bridge	\$100,000.00	0	0	0	\$100,000.00

Money Market	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
General Assistance	\$101,899.73	0	0	\$7.82	\$101,907.55
Perm Hard Road	\$234,604.02	0	(\$3,074.75)	\$17.97	\$231,547.24
Bldg & Maintenance	\$42,983.69	0	(\$432.50)	\$3.29	\$42,554.48

General Assistance Report: Nothing to report this month.

Clerk's Report: Seemann asked the board if they could purchase the new Clerk's Handbook as soon as it is available, due to the fact that the book Seemann currently has dates back prior to 2001.

Assessor's Report: Bockman informed the board that he has approximately 75% of the Seneca Township properties entered into the PAMS software program. He said that will help with appeals, comparisons, changes, updates, etc. In addition, Bockman has the three largest subdivisions in Seneca measured, photos taken, and entered into the PAMS program, as well.

- Bockman stated the assessed value of Seneca Township properties have dropped 30-40% over the last 3-4 years, and building permits and occupancy permits are down in the last 4 years.

- Bockman's plans for the next few months include visiting properties with new buildings, take photos, and make cards for them.

Old Business:

a. Vote to approve paying for travel expenses and registration fee for Trustee O'Leary to attend the Annual Township Topics Day in Springfield - As it turns out, O'Leary is unable to attend the meeting.

New Business:

a. Review 2013-2014 Town and Road District budgets and recommend public posting for 30 days prior to the hearing and approval -

Town: A line item for Contingencies was added, and the IMRF line item amount was increased.

Dahlfors motioned to display the 2013-2014 Town Budget for 30 days. Second by O'Leary. Motion passed.

Road District: Bartman motioned to display the 2013-2014 Road District Budget for 30 days. Second by Dahlfors. Motion passed.

b. Approve Agenda for Annual Town Meeting scheduled for April 16, 2013 - Mathews motioned to approve the Annual Town Meeting Agenda. Second by Dahlfors. Motion passed.

c. Approve Schedule Meeting Dates April 1, 2013 through March 31, 2014 - This has been tabled until the Annual Town Meeting.

d. Highway Commissioner's Annual Report Presented to the Board - The Board reviewed the list, and included it with their records.

e. Approve Line Item Transfers for Town Fund, and Road District Funds -

Town:

- Line Item #1156 Maintenance of Equipment \$500 to Line Item #1115 Municipal Retirement Fund.

Mathews motioned to approve this transfer. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

- Line Item #1435 Miscellaneous Charges \$200 to Line Item #1363 Assessor's Phone. Bartman motioned to approve this transfer. Second by Dahlfors. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.

Road District:

- Building and Equipment Fund - Line Item #5065 Buildings \$3,899.92 to Line Item #5070 Equipment. Dahlfors motioned to approve this transfer. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.
 - Road and Bridge Fund - Line Item #3440 Contingencies \$3,017.00 to Line Item #3170 General Insurance. Dahlfors motioned to approve this transfer. Second by Mathews. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.
 - Road and Bridge Fund - Line Item #3435 Miscellaneous \$226 to Line Item #3175 Trash Removal. Dahlfors motioned to approve this transfer. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.
 - Road and Bridge Fund - Line Item #3169 Liability Insurance \$173 to Line Item #3130 Workman's Comp. Dahlfors motioned to approve this transfer. Second by O'Leary. Voting yes: Bartman, Mathews, Dahlfors, O'Leary, Kagel. Voting no: None. Motion passed.
- f. Appoint Person for Second Signature on Tax Distribution to Bank Accounts Form:** Bartman motioned to appoint Dahlfors. Second by Mathews. Motion passed.

Road Commissioner's Report: Swanson informed the board that he has received some flooding complaints. One complaint was from a resident on Dunham Road asking that the properties on the south end of Dunham Road be drained toward the northern part of Dunham Road to alleviate the flooding on their properties. Swanson informed them that he has no control over personal properties and that he is only responsible for the roads and the right-of-ways. So as long as the culverts are clear and the water is flowing, there is nothing more he can do. He explained to them that Dunham Road runs uphill in both directions and their properties are in the low part. He cannot change the grade of the road. Swanson has talked to the county and Coral Township, whom have both reiterated the above information.

- Other than having flooding issues, Swanson has been plowing and repairing things.

Supervisor's Report: Kagel received an email from County Board Member Mary McCann regarding damage due to the rains, asking the Township Board to consider documenting damage in the township with photos, etc. to help with better management of storm water. The consensus of the board was to do nothing.

Adjourn: At 8:51 pm O'Leary motioned to adjourn tonight's regular monthly meeting. Second by Dahlfors. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk