

Regular Monthly Meeting

March 13, 2018

The Regular Monthly Meeting of the Seneca Township Board of Trustees was called to order at 6:30 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, and Gerald Gieseke, Road Commissioner Scott Swanson, Assessor Tammy Benitez, and Clerk Dawn Seemann. Absent Officials: None. Vacant Position: Trustee

Minutes: Bartman motioned to approve the February 13, 2018 minutes as presented. Second by Mathews. Motion passed.

Assessor's Report: Benitez reported she is continuing the sales ratio studies of neighborhoods; has received the final decisions for appeals and will put them into the data base; and received the 2018 questions from the county. In addition, she will attend Assessor classes next week.

Audit of Current Bills:

Road District - Mathews motioned to approve the Road District bills for payment for the period of February 14, 2018 through March 13, 2018 in the amount of \$9,005.11. Second by Bartman. Voting yes: Bartman, Mathews, Gieseke, Kagel. Voting no: None. Motion passed.

Town Fund - Mathews motioned to approve the Town Fund bills for payment for the period of February 14, 2018 through March 13, 2018 in the amount of \$21,697.45. Second by Bartman. Voting yes: Bartman, Mathews, Gieseke, Kagel. Voting no: None. Motion passed.

Treasurer's Report: Mathews motioned to approve and file the Treasurer's Report for the period of February 1, 2018 through February 28, 2018, as listed below. Second by Gieseke. Voting yes: Bartman, Mathews, Gieseke, Kagel. Voting no: None. Motion passed.

Checking	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Town Fund	\$175,347.26	0	(\$9,124.67)	0	\$166,222.59
Road & Bridge	\$206,607.82	0	(\$26,000.19)	\$419.12	\$181,026.75

Money Market	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
General Assistance	\$99,345.10	0	(\$250.00)	\$16.69	\$99,111.79
Perm Hard Road	\$92,586.67	0	(\$5,664.33)	\$15.32	\$86,937.66
Bldg & Maintenance	\$30,396.78	0	0	\$5.11	\$30,401.89

General Assistance Report: Kagel informed the board he is in the process of farming out the General Assistance responsibilities to Dorr Township. He is working on an intergovernmental agreement with

Dorr Township for them to handle and process Seneca Township's General Assistance cases at \$50 per case.

Clerk's Report: Seemann reminded the board to complete their online Economic of Interest forms by May 1st in order to avoid a fine.

Road Commissioner's Report: Swanson reported he received 320 tons of salt, which was paid for with motor fuel tax monies. In addition, he had been doing general maintenance.

Planning Commission Report: Kagel informed the board that he spoke to other Supervisors about whether or not to disband the Planning Commission. He learned that they think it worth having a Planning Commission. We could still write a letter to the ZBA even if the petitioners don't go before the commission first. Kagel will work on reinstating the members.

New Business:

A. Discuss possible trustee replacements for Trustee Jane Gerloff who has resigned because of moving out of the township - Kagel stated he receive Jane's resignation letter. Discussion took place among the board. It was decided to table this issue until the May meeting.

B. Approve agenda for annual town meeting April 10, 2018, and direct clerk to post at least 15 days prior to the meeting - Mathews motioned to approve the agenda and have the clerk post it. Second by Bartman. Motion passed.

C. Highway Commissioner's Annual Report - Swanson presented the board with his annual report of his equipment and condition each item is in for their records. Mathews motioned to accept and file the report. Second by Gieseke. Motion passed.

D. Approve line item transfers for Town Fund and Road District Funds -

Road District:

- Transferred \$825 from line item 3415 (maintenance supplies for roads) to line item 3130 (workman's comp Ins.)
- Transferred \$141.22 from line item 3415 to line item 3310 (social security medicare)
- Transferred \$621.47 from line item 3415 to line item 3425 (snow removal)

Mathews motioned to approve the Road District line item transfers as listed above. Second by Bartman. Voting yes: Bartman, Mathews, Gieseke, Kagel. Voting no: None. Motion passed.

Town Fund:

- Transferred \$300 from line item 1158 (audit services) to line item 1157 (accounting services)
- Transferred \$1500 from line item 1240 (contingencies Admin) to line item 1305 (assessor's contractual services)

- Transferred \$500 from line item 1210 (operation supplies) to line item 1120 (social security tax Admin)

Mathews motioned to approve the Town Fund line item transfers as listed above. Second by Bartman. Voting yes: Bartman, Mathews, Gieseke, Kagel. Voting no: None. Motion passed.

E. Approve meeting schedule time and date for 2018-2019 fiscal year to be posted by April 1,

2018 - Seemann presented the board with the proposed meeting dates for fiscal year 2018-2019. The board chose to move the Budget Hearing date from April 9, 2019 to May 14, 2019 to begin at 6:15 pm.

- Bartman motioned to approve the change of the Budget Hearing meeting date to be held on May 14, 2019 to begin at 6:15 pm. Second by Mathews. Motion passed.

- Mathews motioned to approve and post the regular monthly meeting dates for fiscal year 2018-2019 to be held on the second Tuesday of each month with the start time of 6:30 pm, and budget hearings for fiscal year 2019-2020. Second by Gieseke. Motion passed.

Supervisor's Report: Kagel received a letter from the Conservation District regarding the designation of parcels within the Conservation District into a nature preserve.

Motion to Adjourn: At 7:50 pm Mathews motioned to adjourn tonight's regular monthly meeting. Second by Gieseke. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk