

MEETING MINUTES – BOARD OF TOWNSHIP TRUSTEES

STATE OF ILLINOIS }
McHenry County, } ss.
Township of Nunda. }

THE BOARD OF TOWNSHIP TRUSTEES met at the Nunda Township Town Hall, 3510 Bay Road, Crystal lake, Illinois, on August 13, 2013, at 7 P.M.

Supervisor Jennings called the meeting to order at 7 P.M. Township Clerk Koscavage recorded the following official business.

The Pledge of Allegiance was recited. **Roll call** was answered by: Supervisor Jennings, trustees: Palmer, Shorten, Gill and Dvorak. Also present: Highway Commissioner, Mike Lesperance; Township attorney, Scott Puma, staff and members of the public.

Supervisor Jennings noted changes to Public Comments. Comments pertaining to Agenda items only will be addressed in the beginning of the meeting with a three-minute time limit. Public is asked to come up to the podium, state name and address.

No public comments were made at this time.

Motion to Review and approve of the Township, GA, Cemetery and Rd District Special Board Meeting Minutes dated: June 20, 3013.

So moved by Trustee Dvorak, seconded by Trustee Palmer.

No questions.

Voice Vote

All Ayes. Abstained: None. Naves: None. Motion carries.

Motion to review and approve regular meeting minutes dated: July 9, 2013.

So moved by Trustee Shorten, seconded by Trustee Dvorak.

No questions.

Voice Vote.

All Ayes. Abstained: None. Naves: None. Motion carries.

Motion to approve Township Warrants for payment dated: August 13, 2013.

So moved by Trustee Palmer, seconded by Trustee Shorten.

All Ayes. Abstained: None. Naves: None. Motion carries.

Questions on Township Warrants - addressed to Supervisor Jennings

1. Trustee Palmer questioned Town Fund Accounting (120-620) and legal services (120-621) both are over 80% of budget for current year – with one-third of the way into the year.
Supervisor's Response: Some fees are left over from the previous administration.
2. Trustee Palmer questioned if accounting services to fix previous payroll errors.
Supervisor's Response: Questioned Attorney Puma re: letter he is to write (per last month's board meeting).
Attorney Puma: Letter has not gone out yet.
3. Trustee Shorten questioned fees for this month and the anticipated fees for the remainder of the year.
Supervisor's Response: Have not yet received this month's legal fees. A current issue is being worked on. An open matter still exists. May be a small fee to end a contract done by previous administration.

**Roll call vote to approve all Township Warrants.
All Ayes. Abstain: None. Nays: None. Motion carries.**

**Motion to approve Road District Warrants for payment dated: August 13, 2013.
So moved by Trustee Shorten. Seconded by Trustee Gil.**

Questions on Road District Warrants- addressed to Road Commissioner Lesperance

1. Trustee Dvorak questioned the four \$5,000 warrants amounts associated with subdivisions paying \$20,000.
Hwy. Commissioner's Response: Money to be returned to the subdivisions. They were to pay \$20,000 for resurfacing the roads and road district to take roads into township. Deal is moot do to a legal process. Road Commissioner now aware of legal process and intends to go through with it.
Trustee Dvorak stated he was concerned about the legal process.
2. Trustee Palmer questioned item related to Permanent Hard Road (170-634).
Hwy. Commissioner's Response: He will look into it and get back to Trustee Palmer.

**Roll Call Vote to approve all Road District Warrants.
All Ayes. Abstain: None. Nays: None. Motion carries.**

**Motion to approve Resolution #08-13-13-01
New Expense Form as Presented at July 9, 2013 meeting.
So moved by trustee Palmer, seconded by Trustee Shorten.**

**Roll Call Vote to approve said Resolution.
All Ayes. Abstain: None. Nays: None. Motion carries.**

Reports:

Supervisor Jennings' Report:

1. Stated the following was not an Agenda item for this evening. Supervisor presented after first seeking Attorney Puma's counsel)

**Motion to approve: Resolution # 08-13-13-02 Eagle Scout Jeffrey Krueger of Troop 158.
So moved by Trustee Dvorak, seconded by Trustee Gil.
(Not an Agenda Item. Supervisor presented after seeking Attorney Puma's counsel)**

Longer notice will be requested in the future from Boy Scouts so the Scout can be presented at Township meeting and Township official can attend Eagle Scout Ceremony.

Voice Vote to approve said Resolution.

All Ayes. Abstain: None. Nays: None. Motion carries.

2. New wall built by Jennings in Supervisor's office – no extraneous fees incurred.
3. Revisions made to procedures relating to handling of GA and Emergency Assistance cases. Guidelines to be followed more stringently. Supervisor and staff to be attending GATI courses and revisiting software to help with these cases.
4. New computers to be installed soon. File servers installed. Purchased newest versions of Microsoft Office & Quick Books – in anticipation of doing payroll in-house. Will be running parallel with ADP (for payroll) October through end of year. Anticipating a complete switch over with Supervisor's office doing payroll in-house in January. A significant savings to the Township.
5. Supervisor's office to take over all loaning of tables and chairs. Nominal fee to be charged beginning in 2014 for chair rental. Fee for replacement fund to go towards purchasing of new chairs.
6. Addressed were the installation of a lock box on Town Hall door, combination lock on the picnic barn, generic code on lift gate and the procedures to follow.
7. Person hired for 6hrs per week for lite maintenance and cleaning of supervisor and road district buildings plus other odd jobs.
8. Stated trustees/officers should let supervisor's office know if planning on attending November T.O.I. Training. They will assist with registration.
9. Township audit with Milburn/Cain to begin August 13, 2013 and conclude in two weeks. Expecting it to go smoothly and to file on time.

Assessor Jagla's Report: (Jagla not present – Report given by Jennings)

The assessments were filed with the County on July 31, 2013 and should be in publication next week. Assessment letters to arrive in a few weeks.

Trustees Dvorak and Palmer Reports: No reports.

Trustee Shorten's Report:

Asked if board packets can be on-line. Any documents made available either before/after the meeting would be helpful.

Questioned video taping:

1. Are we making sure clerk is getting copies to go in files?
2. Is intent to put video up on the web?
3. What is the time frame between when the meetings are recorded to when they have to be in custody of the clerk?

Supervisor Jennings: Hoping to put videos up on the web. Hasn't addressed any of the Internet related issues yet. Videos available for public/trustees/clerk. New computers were required to be put in place in order to be able to transfer the files.

Attorney Puma: There really isn't a time frame and it really doesn't have to be deposited with the clerk (as long as the video tapes are staying in the town hall).

Trustee Gil's Report: No report.

Township Clerk Koscavage's Report:

Attended T.O.I. Training in August with Highway Commissioner Lesperance and Trustee Dvorak. Found breakout session for the clerk's informative and enlightening. Will not be following previous administrations approach. Going forward, no one should make any changes to the minutes until presented to the board. Minutes will be stamped "draft", presented to the board and once approved, the final copy will be presented.

Highway Commissioner Lesperance's Report:

Crew working hard patching roads and culverts as necessary – maintaining the right-of-ways. Added Dvorak Driver to resurfacing program. It will be striped next week for school opening.

Question from Trustee Palmer to Lesperance:

Any thing further on flood litigation from last month's meeting?

Highway Commissioner Lesperance's Response:

No. There is not a lot that can be done. A big process to get approval from Storm Water management for funding. Even good designed systems were not good enough to handle the June 2th flood. Doesn't know if they would ever install that kind of sewer system that would handle that kind of rain. He hasn't figured out whose responsibility it is yet.

Palmer: If the storm system is for that subdivision, then it would be all the homeowners for that subdivision (their responsibility). There was not FEMA money for this because it didn't have a high enough dollar total?

Mary McClellan (County Board Representative) responded: That's correct. Dave Christenson was unable to secure funds based on the dollars. It came close but wasn't enough.

New Business: None.

Old Business: None.

Public Comments:

Mary McClellan, County Board Representative of 3014 S Burk man Dr.

1. Suggested incorporating resident's addresses into public comments.
2. Bought to resident's attention McHenry County planning a Round-About by Dowel and River Rd. CTY. Board Meeting to take place at 6:30P.M. On August 20th at 220 Seminary Dr., Woodstock. Encouraged residents to attend the CTY Board Meeting. Anyone looking for additional info on the subject can email Mary @ votemm2012@gmail.com
3. She also would like transparency with more information communicated on-line.
4. She respectfully disagreed with Township counsel who told supervisor he could add resolution this evening that did not appear as an Agenda item. With OMA – felt anything voted on would not be valid. (if not an Agenda item)

Gary Kirchoff, 5609 Marietta Drive wanted to inform the public that at the bottom of the basin being dug – he is seeing ground water being hit. He feels this will effect the water table in the area.

Motion to Adjourn

So moved by Trustee Shorten, seconded by Trustee Palmer

All Ayes. Sustain: None. Naves: None.

Motion carries

Meeting adjourned 7:41 P.M.

Respectfully Submitted,

**Angela P. Koscavage
Nunda Township Clerk**